



**Friends
of the Family**

Confidentiality and Victim-Advocate Privilege Agreement

Due to safety considerations for victims, victims' families, volunteers, employees and others related to the program, information will be protected in accordance with the confidentiality and victim-advocate privilege regulations of Denton County Friends of the Family (DCFOF) and in compliance with state of Texas licensing board regulations, as applicable.

I understand that staff and volunteers providing services and/or assistance to clients are considered advocates for the purpose of defining victim-advocate privilege and all information collected from the victim or any other source is considered privileged communication, including but not limited to internal communications between staff and volunteers about resident and non-residents.

I understand that I am responsible for maintaining client confidentiality and victim-advocate privilege.

I will respect and maintain the confidentiality of client identity and information

I will respect and maintain the confidentiality of staff and volunteer identity and information.

I will maintain the confidentiality of the shelter location and respect the security of all DCFOF locations.

I understand that revealing information regarding the location of the shelter or identity of clients, staff, or volunteers could potentially put them in danger. The safety and well being of client, staff, and volunteers will be my primary concern.

I will notify the Executive Director of Denton County Friends of the Family immediately, during and after my affiliation with DCFOF, if I receive a court order regarding any agency records, other than my personal records, including but not limited to, program records, nonresidents, shelter center activities, or personnel issues.

I will continue to maintain this agreement even after my active affiliation with Friends of the Family has ended.

Signature

Date

Affiliation with Friends of the Family

Agency Representative

Date