**The House Next Door Inc.**

**Volunteer Confidentiality Agreement**

The House Next Door. Inc. adheres to the laws and regulations concerning confidentiality consistent with the Health Insurance Portability and Accounting Act (HIPAA). **As such all clients of The House Next Door, Inc. have a right to have their confidentiality protected.** Volunteers to The House Next Door are subject to HIPAA regulations and failure to protect confidentiality could result in monetary fines and in certain situations, incarceration.

 **Special information for translators:** There are times when there are clients who do not have English as their primary language, and as such, benefit when a translator can assist. Volunteer translators who come to The House Next Door are expected to comply with confidentiality requirements, which means that whatever events or discussion which transpire within and between clients at The House Next Door cannot be discussed outside of the agency nor discussed with persons not directly involved in the services provided, whether it be individual, group or family therapy, a psychoeducational group, or meeting to assist the client.

**Statement of Agreement to protect client confidentiality**

 I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, agree to protect the confidentiality of the client and/or any other persons associated with services received at this center. This includes not disclosing information that any person has received services at this agency. I understand that I may be held legally responsible by the agency and/or other clients involved if their confidentiality is violated, and agree to not disclose anything discussed, observed, overheard, or read at The House Next Door.

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 **Volunteer Date**

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 **Witness Date**