



CONFIDENTIALITY OF CLIENT INFORMATION

All individuals who obtain information about clients of Nightingale are required by state law and federal regulation to keep this information confidential.

This means that any information that you read or hear about a client or any information that identifies an individual as a client may not be disclosed to anyone except to the Nightingale employee authorized to receive this information. If you have a need to relate client information to anyone else, you should ask the Interpreter Coordinator how this should be done.

On the other hand, if you are asked by anyone else for information about a client, you should refer the individual to the Interpreter Coordinator. Do not give any information about a client to anyone else without approval of the Interpreter Coordinator.

All clients have some type of disability and rely on us to respect the right to have personal information kept confidential.

My signature is an affirmation that I agree to respect the confidentiality of case information and personal contacts with clients of Nightingale.

Interpreter Signature

Date

Nightingale Signature

Date

