



Yamhill County CASA Confidentiality Agreement

ORS 419B.112 creates and describes the duties of Court Appointed Special Advocates in the state of Oregon. This legislation also creates a responsibility for the maintenance of confidentiality in the following “(8) All records and information acquired or reviewed by a court appointed special advocate during the course of duties shall be deemed confidential under ORS 419A.225”

All volunteers and staff shall adhere to the following guidelines with respect to maintaining confidentiality and respecting the privacy of others in all matters relating to cases assigned to CASA. It is understood that, in the course of your work, you may receive, view, file or process documents related to individual cases and containing confidential information. Set out below are general guidelines relating to documents you may encounter. If you have any specific concerns or questions about a specific document, situation, or case, please consult office staff.

- Volunteers must respect children’s and families’ rights to privacy in regard to personal information.
- Disclosure or verification of confidential case information shall not be made to anyone who is not authorized by the court to receive such information.
- Discussions of case-related information are not to be held in hallways, elevators, or other public places.
- Any confidential materials received from another individual or agency, including all information kept on file for governing board, advisory committee members, staff, volunteers and donors may not be disclosed to anyone outside of the CASA program’s professional staff except by court order or written consent of the party involved.

I, _____, hereby promise to maintain confidentiality as outlined above.
(Print Name)

Signature

Date

Witness/Supervisor Signature

Date

7/19/2016

https://d.docs.live.net/00720b41faf10fa8/Documents/CASA/2016_YCCASA_ConfidentialityAgreement_Copy.docx