

Confidentiality Policy for DD Child Foster Home



Please discuss the following policy with all foster family members, volunteers, and employees working in the foster home. Sign below, indicating understanding and agreement with this policy.

DD has adopted the following policy regarding confidentiality for certified foster providers caring for children with developmental disabilities.

- A. The foster provider and the provider’s family must treat personal information about a child and the child’s family in a confidential manner. Confidential information is to be disclosed on a need to know basis to law enforcement, CDDP staff, DHS-CW child protective services staff, DHS-CW case worker, and medical professionals who are treating or providing services to the child. The information shared must be limited to the health, safety and service needs of the child. In addition to the requirements, the foster provider and the provider’s family must comply with the provisions of the Oregon Administrative Rule (OAR) 192.518 to 192.523, and therefore may use or disclose a child’s protected health information only: To law enforcement, CDDP staff, DHS-CW staff; as authorized by the child’s personal representative including, but not limited to, a guardian; for purposes of obtaining healthcare treatment of the child; for purposes of obtaining payment for health care for treatment; or as permitted or required by state or federal law or by order of a court.
- B. In maintaining children’s records:
 - a) Foster provider(s) must maintain records on the child’s health, immunizations, and educational and placement progress for three years.
 - b) Foster provider(s) must keep such written records for each foster child in a manner that ensures their confidentiality.

By signing below, I agree to abide by the policy regarding confidentiality, taking great care to protect the privacy of all foster children placed. I also will honor this policy with regard to information I receive about other children not currently in placement in our home.

Signature	Printed Name	Date	Role in Family/Home