



Release of Information

The Safe Family for Children® (SFFC) volunteer driven, professionally supported by Building Families for Children, is here to support you during your time of crisis. We want to make every effort to help you feel comfortable in this. The privacy of your personal information is very important to us, and we will guard it carefully. You have the right to release and retract personal information about yourself and your minor child(ren). Please feel free to ask questions regarding the protection of your private information.

As part of the SFFC, Building Families for Children will need to release information about you to SFFC Host Families, Family Coaches, and other SFFC volunteers and to the SFFC organization. The Health Insurance Portability and Accountability Act (HIPAA) requires Building Families for Children to obtain your permission before your personal information is released.

By signing this document, you give Tammy Folkerts, Brenda Ulman, or any SFFC Family Representative permission to use and/or disclose information about you to:

Safe Families for Children®, SFFC Family Coaches, SFFC volunteers and SFFC Host Families in your geographic area. This includes and not limited to Agencies or Organizations who are working to assist you.

This information is shared in order to recommend a host family to you, to provide support, resources, and services to you, and for the business needs of SFFC. Here is a list of the information that will be shared:

- Personal information, for example: your name(s), number of children, address and contact information of your family, specific needs of your family;
- Health information, such as medical conditions or special needs of your children.

When your above information is disclosed, it may be disclosed again by the person receiving it and may no longer be protected by the federal HIPAA laws. You have the right to refuse to sign this authorization and do not have to sign this if you do not agree with the disclosures. Please understand that SFFC may not be able to assist you if your permission isn't given to share the personal information described above. This authorization will expire when you leave the Safe Families for Children® program.

Participating in SFFC is voluntary. If at any time you no longer want to participate in SFFC, please let Building Families for Children know and your information will no longer be shared with host families and the SFFC organization. Also, you may withdraw this authorization at any time by submitting your written request to withdraw this authorization to:

Building Families for Children, 7161A Columbia Gateway Drive Columbia, MD 21046, Attn: Safe Families for Children® Program Director

If you have any questions about this document, your information, or the Safe Families for Children®, please do not hesitate to ask your local SFFC contact person.

Print Name: _____

Signature: _____ Date: _____