



CLIENT CONFIDENTIALITY AGREEMENT

Section A

Notts SVSS is dedicated to providing a sensitive and confidential service to offer support and counselling sessions to survivors of sexual violence.

However, there are some exceptional circumstances when we may need to break confidentiality, these are:

- **If we have evidence that there is a child currently being abused or is at risk of any form of abuse.**
- **If we believe that you are at risk of seriously harming yourself or others.**
- **If you inform us of a serious crime (your own or someone else's) that has not previously been disclosed.**
- **If anything is disclosed about a crime of treason or act of terrorism.**
- **Where we are asked to share information with the Police/Court in relation to ongoing legal proceedings.**
- **Where we believe a discussion with other agencies would assist us further in supporting your needs and your recovery.**
- **Where your Practitioner may need to discuss aspects of your therapy/support session with their clinical supervisor in order to ensure that they are working with you to the best of their abilities and in a safe and ethical manner. However, as aforementioned, your name and identity will not be revealed**

Permission to process and keep your information in our records. Notts SVSS acts in accordance with the General Data Protection Regulation 2018 for the processing and storage of information and is registered with the Information Commissioner's Office

Agreed Yes / No

I have read the above and agree with the terms of Notts SVSS Confidentiality Policy.

Signed (Client) Date

Signed (Practitioner) Date

Section B

If this matter is reported to the police and proceeds to prosecution (with your support) the CPS (Crown Prosecution Service) may require, through the police, sight of support/ISVA/counselling notes. The CPS has a legal duty to ascertain whether anything may have been documented or recorded that could assist the defence case. You will be informed if there is any material that it is considered should be disclosed.

I have read the above and agree with the terms of Notts SVSS Confidentiality Policy and give my consent to the CPS/Police viewing my support/ISVA/counselling notes as above:

Signed (Client)

Date

Signed (Practitioner)

Date

Last Review: March 2024
Next Review: March 2025

Please note: In all cases, unless it is deemed an emergency, support staff will consult with their supervisor or line-manager before action and we will not, wherever possible, do anything without consulting you.

In any breaching of confidentiality, information conveyed will be restricted to that which is pertinent to the immediate situation.

NOTE: This policy will be periodically reviewed and may change through joint negotiations – comments from clients are welcome and will be respected

*Last review: June 2019
Next review due: June 2020*