

## San Diego Family Justice Center Client Consent Policy

The San Diego Family Justice Center (FJC) forms a confidential relationship with our clients and does not provide your information to anyone outside of the FJC unless you provide us with your informed written consent, or we learn of information which causes us to believe that you are a danger to yourself or others. If we believe that you are a danger to yourself or others we will notify either law enforcement or mental health providers to assess the situation and assist you.

This form includes information on resources and services that may be available to you, including the confidentiality and reporting rules of each service. Please consult the terms and definitions provided below before signing this form. You have the right to access services on your own. If you would like us to submit applications and referrals for services on your behalf, we request permission to share your information and relevant documents with each of the providers selected below. Relevant documents include police/incident reports, danger assessment score, safety plan, assessment notes, FJC intake forms, and completed referral and application forms. If you grant us consent to share this information, please initial next to your selected providers and sign the back of this form.

### Terms and Definitions:

- **Confidential:** means that the provider will not share this information with individuals outside of their agency unless a reporting duty applies.
- **Not Confidential:** means that the provider is able to share information you tell them with other agencies.
- **Mandatory Reporters:** must disclose known or suspected abuse towards a minor to child welfare services or law enforcement. Abuse includes physical abuse, mental abuse, emotional abuse, or neglect. They will also disclose if they believe you are a danger to yourself or others.
- **Attorney Client Privilege:** protects confidential communications made for the purpose of giving or obtaining professional legal advice or assistance between you and an attorney.

### Services:

\_\_\_\_\_ **Free, Confidential Counseling:** *while these counseling sessions are confidential, the counselors and therapists are mandatory reporters.*

**Center for Hope and Strength:** Individual and group counseling to adult victims of domestic violence, sexual assault and sex trafficking.

**SD Center for Counseling:** Individual and family counseling for children exposed to family violence and/or child abuse (Ages 0-17), as well as parenting classes.

\_\_\_\_\_ **Luna and Associates:** Provides consults and legal advice on immigration issues. *(Attorney Client Privilege)*

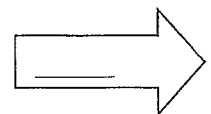
\_\_\_\_\_ **Immigration Center for Women & Children:** Provides consults and legal advice for immigrant victims of crime. *(Attorney Client Privilege)*

\_\_\_\_\_ **San Diego Volunteer Lawyer Program, Inc.:** Legal assistance with restraining order, custody, support, divorce, paternity. *(Attorney Client Privilege)*

\_\_\_\_\_ **SAY San Diego:** Provides child watch and educational activities for children of FJC clients. *(Not Confidential & Mandatory Reporters)*

\_\_\_\_\_ **Head Start:** Provides preschool opportunities and resources to children and expectant mothers. *(Not Confidential & Mandatory Reporters)*

Prior to the FJC completing any referrals or applications on your behalf, you MUST read and sign the back of this document.



\_\_\_\_\_ **Free to Thrive:** Legal assistance for victims of sex trafficking. *(Attorney Client Privilege)*

\_\_\_\_\_ **Fleet & Family Services, US Navy:** Military Liaison explains military benefits that a client might be eligible for, in most cases, without disclosure of the incident to command. *(Confidential, but Mandatory Reporters)*

\_\_\_\_\_ **Family Resource Center/HHSA:** Assists clients in signing up for financial resources including CalWorks, CalFresh, WIC, and other health and financial programs. *(Confidential, but Mandatory Reporters)*

\_\_\_\_\_ **San Diego Police Department (SDPD), Domestic Violence Unit:** SDPD's Detectives investigate reported crimes of DV in the City of San Diego, are available to discuss the investigation and/or criminal case, and may provide 1 free copy of SD DV police report. *(Not Confidential & Mandatory Reporters)*

\_\_\_\_\_ **Palomar Health:** Forensic nurses who will be able to conduct a forensic examination for people who have been sexually assaulted or experienced domestic violence or sex trafficking. *(Results shared with law enforcement and prosecutorial office & Mandatory Reporters)*

\_\_\_\_\_ **Child Welfare Services:** Investigates concerns regarding children's safety and welfare. *(Not Confidential & Mandatory Reporter)*

\_\_\_\_\_ **District Attorney Office, Victim Advocate:** explains ongoing criminal case, victim rights, assists in making a client's address confidential, assists with emergency relocation, and completing Cal VCB applications. *(Not Confidential & Mandatory Reporters)*

\_\_\_\_\_ **Permission to make and provide copies of police report to service providers client is referred to.**

\_\_\_\_\_ **Other:** \_\_\_\_\_

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**FILE STORAGE:** The FJC stores client information on a software system called Smartsheet. Smartsheet is a cloud-computing based software used by many victim services organizations and lawyers to organize consultations and perform administrative tasks. Cloud-computing means information is stored on remote servers and accessed via the Internet. The Smartsheet platform undergoes annual security testing, SOC2 Type II assessments, and supports GDPR, HIPAA, and FERPA compliance. By signing this document you agree to allow the FJC to store client information on Smartsheet and waive all potential claims on this matter.

My consent is given knowingly and voluntarily, without coercion or duress. I understand this release is valid when I sign it and that I may withdraw this release at any time in writing. Absent early withdrawal, this release shall naturally expire after one calendar year.

Client Signature: \_\_\_\_\_ Date: \_\_\_\_\_