

HMIS PRIVACY STATEMENT

Please read the following statements (or ask to have someone it read to you), and make sure you have had an opportunity to have your questions answered.

Eastern Carolina Homelessness Organization, Inc. is a participant in the SC-211 Homeless Management Information System or “HMIS” which is used by provider agencies to record information about clients they serve. This information helps the agencies to plan for and provide services to clients. It also allows for the sharing of information among agencies to improve coordination and delivery of services to you. We wish to notify you of the following information regarding data collection and storage in a client information system.

We collect personal information directly from you to coordinate services and continuity of care. We may be required to collect some personal information by law or by organizations that provide funds to operate this program. Other personal information we collect is important to operate our programs, to improve services to you, and to better understand the needs of persons experiencing homelessness. We only collect information considered to be appropriate.

Only summary information **without** your name or other personal identifiers will be reported to offices and organizations that plan and fund homeless services. We do not share any personally identifiable information collected with law enforcement agencies or any other organizations outside of HMIS without your written consent, except as provided herein or by court order or subpoena. **You cannot be denied housing or services for failure to provide written consent to share your information.**

Any information about the **diagnosis or treatment of a mental health, drug or alcohol disorder, HIV/AIDS, or domestic violence will not be disclosed without your written, informed consent.**

Besides coordinating services and continuity of care, information collected about you may be used and disclosed to:

- Improve the quality and care of services provided.
- Administer programs.
- Comply with legal requirements.
- Protect victims of abuse and neglect.
- Participate in research.
- Avert serious threat to health/safety.

We will take reasonable precautions to protect personal information in the system from unauthorized modification, use, and disclosure.