

LIMITS OF CONFIDENTIALITY

For use of this form, see AR 600-85, the proponent agency is DCS, G1

1. Employee Assistance Program Coordinators (EAPC) in the Employee Assistance Program do the most they can to ensure your confidentiality. There are, however, certain circumstances when disclosure of information to third parties must occur. All releases of information concerning civilian clients are governed by Part 2, Chapter 1, Title 42, Code of Federal Regulations. Some of the more commonly required examples are as follows:

- a. If the EAPC or counselor believes you might harm yourself or someone else.
- b. If the EAPC or counselor suspects that you or someone in your family has been involved in child abuse/neglect or spouse abuse.
- c. If you are involved in legal actions or proceedings your records and your EAPC or counselor may be subject to subpoena.
- d. If you are involved in, or have been involved in, any illegal activities.
- e. Qualified persons involved with quality assurance activities, EAP supervision and approved research projects may be permitted to access your records.
- f. If you fall under the nuclear or chemical security programs then further information may be required to be given to your supervisor.

2. It is the intent of all EAP personnel to safeguard your confidentiality to the utmost extent afforded by law and Army Regulation. If you have any questions about the above information please discuss them with your EAPC BEFORE proceeding with the interview.

3. **STATEMENT OF UNDERTANDING:** I have read the above and understand that information about me will be safeguarded within the limits of confidentiality outlined above and as contained in the Privacy Act Statement.

Client Signature

Date

4. **EAPC'S STATEMENT:** I have inquired to ensure that the client understands the above description of the limits of confidentiality.

EAPC's Signature

Date

5. CLIENT IDENTIFICATION (*Client's Name – Last, First, Middle*):