COMMODITY SUPPLEMENTAL FOOD PROGRAM (CSFP) Volunteer Confidentiality Agreement

For More Information Contact: Adam Hansen Programs Coordinator Phone: (208) 577- 2714 Cell: (208) 602-4750 Email: CSFP@idahofoodbank.org

I understand that as a volunteer, I may have access to confidential information about the participants that utilize

(Distributing Agency). I understand that any information that I learn about a participant is confidential and that information about a participant cannot be disclosed to anyone. I understand the law provides for the possible civil and criminal penalties for disclosure of confidential participant information.

This includes information I receive whether obtained either verbally or written by:

- (Distributing Agency)
- Direct contact with participants and families
- The Idaho Foodbank

Any of this information is to be held in strict confidence in order to protect the rights of all participants and families. I recognize that the disclosure of such information by me may cause irreparable harm to the family and

_(Distributing Agency) and that accordingly, the family may seek any legal remedies

against me which may be available.

I agree that I will not:

- □ Reveal to anyone the name or identity of a participant.
- □ Repeat to anyone any statements or communications made by or about the participant.
- Reveal to anyone any information that I learn about the participant as a result of discussions with others providing support to the participant.
- Write or publish any articles, papers, stories or other written materials which will contain the names of any participant or information from which the names or identities of any participant can be discerned. If a paper is written about my volunteer work here, I agree that I will submit it to

(Distributing Agency) for approval.

I hereby agree by signing below that I have read this document, fully understand its meaning and promise to adhere to the confidentiality agreement described above.

Date:/	//	Printed Name of Volunteer: _	
Signature:			

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, religious creed, disability, age, political beliefs, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English. To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov. This institution is an equal opportunity provider.



The Idaho Foodbank 3562 S TK Ave, Boise, ID 83705-5278 Phone: (208) 336-9643 Fax: (208) 336-9692 www.idahofoodbank.org "This institution is an equal opportunity provider."

