

Infrastructure: Confidentiality

Best Practice Checklist:

- Develop a Confidentiality Agreement
- Emphasize to volunteers the reasons behind and importance of honoring a confidentiality statement
- Keep signed agreements on file
- If applicable, HIPPA laws and standards should also be explained and adhered to (when dealing with protected health information)

More Resources:

- [Confidentiality Handout](#)
- [Confidentiality Agreement](#)
- The Health Insurance Portability and Accountability Act of 1996 (HIPAA): <http://www.cms.hhs.gov/hipaa/>