

## River Valley Child Development Services

### **Confidentiality Policy**

Effective: September 10, 2013

River Valley Child Development Services, hereinafter referred to as RVCDS, believes that the confidentiality of individuals is protected by RVCDS policy and in some cases by state and federal law. Any unauthorized release of client records or information may result in disciplinary, civil and/or criminal action.

Employees and volunteers of RVCDS are legally and ethically obligated to treat all records and information pertaining to any RVCDS programs, providers, children, families, payees, and co-workers confidentially.

