



Getting There Ride Share Confidentiality Policy Agreement for All Volunteers

The principal of confidentiality is basic to maintenance of professional ethics and community respect. **Getting There Ride Share** passengers act in good faith, expecting their circumstances and personal matters to remain confidential and **Getting There Ride Share** is obligated by law and ethics to reciprocate. Confidentiality of rider information is maintained for the protection of the passenger and **Getting There Ride Share**.

Staff members and volunteers will use the following procedures. (Note: a passenger is defined as a senior, registered as a program participant).

1. All staff members and volunteers are responsible for protecting the confidentiality of all passengers.
2. All information concerning passengers of **Getting There Ride Share** is considered confidential.
3. All written information regarding the passengers of **Getting There Ride Share** is filed in the office with access limited to volunteers and staff assisting these passengers. Files may not be removed from the office without authorization of the Executive Director.
4. Passenger-related materials used outside the office, must be safe guarded by the responsible volunteer or staff member.

I have read and agree to abide by the above Confidentiality Policy.



Signature

Date

Permission to Use Photographs and Recordings

I hereby consent to the use by **Getting There Ride Share** and/or persons authorized by them, of any photographs or recordings of me for outreach publicity and/or educational purposes, without limitation or compensation.

Name (please print)



Signature

Date