

HAVENS HOSPICES WELLBEING CONFIDENTIALITY STATEMENT.

Before you share anything about yourself and your situation you have the right to know what information can and cannot be kept confidential.

Some basic records will be kept of the sessions you have and these notes will be stored in line with our retention policy and GDPR. Some of this information will be recorded on our internal database and may be used for organisational audit and statistical purposes.

Confidentiality is respected within the team and any need to break confidentiality will be discussed with you first.

Please note the following exceptions to confidentiality:

- If there is a risk of harm to yourself and /or others.
- If there is evidence of a child at risk
- A court has made a legal order, or legal proceedings have been instigated.
- An emergency in which support is required (this may include contacting your GP)

Please be advised that as an organisation we commit to working in line with the following legislations:

- Data Protection Act (1992)
 - Children's Act (1989, 2004)
 - GDPR (2018)
 - Care Act (2014)
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