



## **Privacy & Confidentiality Plain Language Version**

All of the information that we have about you is private and confidential. We can only tell others your private information with your permission.

We make sure that CLFFD staff sign a promise to keep your information private.

There are some times when we might have to give information about you without your permission. This might happen when the law requires it, or a judge orders us to, or when police are doing their job. This might happen if there was a medical emergency and sharing your information might save your life.

We will always ask you first and get your permission if we can. We will always tell you if we have to share your private information without your permission.