

CONFIDENTIALITY

All our conversations are confidential however there are five **exceptions** to the rule of confidentiality that you need to know about:

1. when you provide me with written permission to have information from your therapy sessions disclosed to another person(s) (eg: physician; another therapist; community agency). In this case you will sign an authorization for the release of information.
2. when you disclose to me or it becomes evident that you are at risk of injuring yourself or others (eg; suicide, assault, homicide). In this situation we need to access other resources as a means of helping to ensure your safety and the safety of others.
3. when you disclose that a child has been or is at risk of being physically, sexually or emotionally abused or neglected or has been a witness to violence in the home. *Ontario Provincial law* requires that I make a report to Child and Family Services when I become aware that a child is at risk and in need of protection according to the Child Protection Act.
4. when you disclose that you have been abused by another professional who is a member of a profession regulated by the Regulated Health Professions Act (eg: doctor, psychologist, nurse etc).
5. when I am mandated (subpoenaed) by a court to disclose information in a legal proceeding.

I keep a written record of our meetings and conversations and these are stored in a locked cabinet in my home office. I have an administrative assistant who will from time to time do filing, answer the phone and take voice mail messages, and schedule appointments.