

NOTIFICATION OF PRIVACY LIMITATIONS

A confidential case file will be maintained in this office concerning your case. Every effort will be made to ensure your privacy. However, you are advised that federal and state law and military regulations require disclosure of certain information you may provide. No disclosure of any information from your file will be made except to authorized individuals for official purposes as authorized under federal and state law and the Privacy Act and the Freedom of Information Act. Below are some examples of when the staff is required to release information.

1. If you reveal information about child abuse or neglect, or physical abuse of elders or dependent adults, staff is required to report the abuse to local authorities.
2. If you report spouse abuse or abuse of controlled substances, staff is required to report such abuse to military authorities.
3. If you are determined to be suicidal or unable to care for yourself, staff is required to take necessary actions to ensure your well-being.
4. If you threaten bodily harm or death to another person, staff is required to warn the intended victim and appropriate law enforcement agencies.
5. If a court of law issues a valid subpoena, staff is required to provide the information specifically described in the subpoena.
6. If you report a violation of the law or military regulations, staff may be required to report that information to appropriate law enforcement agencies.
7. Commands of active duty service members will be advised of conditions that impact on the service member's fitness and suitability for duty.
8. HQMC EFMP personnel are authorized to review your case file for supervision, consultation and quality assurance.

If you have any questions about your rights to privacy, ask your EFMP Family Case Worker, or you may contact the Legal Assistance Office for assistance 703-696-0761.

STATEMENT OF UNDERSTANDING

I have read the above and understand that information about me will be safeguarded in accordance with existing laws, military regulations, and the Privacy Act.

Client's Name (print)

Date

Client's Signature

Family Case Worker's Signature