



# Confidentiality Agreement

## General Policy

Personal information shared with Kids In The Middle (KITM) is held in strict confidence. Files (or copies of files) are secured and not permitted to leave the building. There are however, some limitations to confidentiality that may require the disclosure of information:

- Abuse or Neglect** – Missouri state law requires all therapists to report suspected physical or sexual abuse or neglect of children.
- Threats** – We report serious threats of physical harm to self or others.
- Professional Supervision** – For the purpose of professional supervision, cases at KITM are reviewed and discussed by supervisors and by professional peers within the Agency.
- Medical Insurance** – Should you decide to use medical insurance, KITM will provide you with documentation upon your request of relevant information, i.e. date and type of service provided; diagnosis (if applicable) for you to submit to your insurance company. Please note: KITM does not bill insurance directly and cannot guarantee coverage.
- Court order** – A judge in a court of law may require the disclosure of specific information pertinent to a case before the court.

**Please be aware that our policy is not to testify in custody disputes. We do not allow treatment records to be read by any person other than Kids In The Middle staff and members of our internship program.**

## Child / Parent Confidentiality

KITM strongly encourages parent participation in all phases of child treatment. When parents cannot participate, we attempt to keep them as fully informed as possible. At the same time, specific details of the information provided by children is not shared with parents so as to encourage children to be as honest and forthcoming as possible, and to maintain an emotionally safe environment for them. Note that we do not discourage children from sharing information with their parents and, to the contrary, usually encourage them to do so as part of the therapeutic process. Our goal is to maintain the strictest confidence for all children. At times our therapists must have supervision by outside therapists in order to maintain or expand their credentials. All outside therapists will maintain the strictest confidentiality so that all children can have faith in their emotionally safe environment.

## Parent / Parent Confidentiality

Information shared with KITM by one parent is not under any circumstances shared with the other parent.

### Agreement

- I understand and agree to the confidentiality policies outlined above.
- I hereby agree not to subpoena or ask for copies of my own, my child’s or my family’s records, or testimony / evaluations from any Kids In The Middle staff.
- I understand and agree not to use any electronic device to video or audio record any contact, in person or by telephone, with Kids In The Middle staff.

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