

CVJP's Privacy Protection Statement: Personal Information Policy and Release of Information

Client's Last Name

Client's First Name

M.I.

DOB (mm/dd/yyyy)

Personal Information Policy:

During the intake process and throughout the program, Community Veteran Justice Project (CVJP) will collect certain personal information from you. The information is necessary for us to run our program, receive funding, improve our services, better understand your needs and obtain services for you.

We will only collect information that is necessary to achieve those goals and will not share it outside of the CVJP project, people/entities we are seeking services for you, and funders without your consent or authorized by law. In order to protect your rights and privacy we keep all forms secured in locked file cabinets with the addition of these forms emailed to our executive director and the supervisor to track on a tracking form and database to insure you have received the services and referrals, so cases can be tracked for any follow thru. The information gathered is used by internal case management staff to maximize service delivery to our clients. Additionally the information gathered is shared to evaluate and improve service delivery. In order to receive and maintain funding, CVJP may share information, including personal information with our program funders. No information gathered is shared with any other external entity than mentioned above.

Release Statement:

"I acknowledge that I received CVJP's Personal Information Policy and that I understand and agree to the terms and conditions, including CVJP's collection, storage, tracking and dissemination of my personal information within the CVJP program, people/entities CVJP is seeking help for me with, and program funders. "

by checking this box and typing my name below I agree to terms of the release statement.

Client Signature

Date

Client's Full Printed Name

Email

Phone Number

Community Veteran Justice Project, CVJP
WLA VA Welcome Center, 11303 Wilshire Blvd. VA Bldg. 257, Room 107
Los Angeles. CA 90073-1003
CVJP is a project of Community Partners