



HOPE Therapeutic Riding Center

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Website: www.hope-whidbey.org

PHOTO RELEASE

I, _____, hereby (circle one) DO DO NOT consent to and authorize the use and reproduction by HOPE Therapeutic Riding Center of any and all photographs and any other audiovisual materials taken of me/my son/my daughter/my ward for promotional printed or electronic materials, educational activities, or for any other use of benefit to the HOPE program.

Signature: _____ Date: _____
(Adult Student, Parent or Legal Guardian)

HOPE CONFIDENTIALITY POLICY

Due to the nature of therapeutic horseback riding, it is HOPE's policy that all information pertaining to our students, their families, and volunteers shall remain privileged and confidential. This information may include, but not be limited to, any medical, social, referral, personal and/or financial information that may be disclosed due to participation in this program. By signing this Confidentiality Policy, you agree to adhere to the policy set forth here.

Disclosure of any confidential information shall not be made to anyone not associated with HOPE. Discussions involving any student shall be limited to progress reports, appropriate mounted and unmounted safety guidelines, and any other guidelines the instructor may deem appropriate in each situation. Volunteers will be given information concerning students on a "need to know" basis and in keeping with the confidential nature of our clients' records. Each student shall be assured of record confidentiality and only authorized staff will have access to secured records.

Interviews or other forms of public discussions with any public relations media, through either television, radio, print or any other type of publication, is strictly prohibited by any volunteer or staff member.

Since our intentions are to safeguard our students and the continued operation of the HOPE program, this policy is designed to ensure that the privacy of our students, their families, our volunteers, staff and HOPE's proprietary information is protected. Sensitive medical, psychiatric, psychological and/or personal information and well as information proprietary to the HOPE organization may be detrimental if released to those outside of the HOPE organization. Any such breach of confidentiality may result in legal action.

Failure to adhere to the HOPE Confidentiality Policy by any staff or volunteer may result in corrective action being taken and/or termination of their services with HOPE.

Signature
09/09

Print Name

Date