

## ON-LINE PROGRAMS: CLIENT ACKNOWLEDGEMENT & CONFIDENTIALITY

*I acknowledge and agree to the program conditions and expectations as outlined below:*

### CLIENT ACKNOWLEDGEMENT

- To be respectful, courteous and cooperative with the facilitator and other participants.
- To attend the full session with reliable internet connection, mandatory audio & video, activated at all times, unless asked to mute or on a scheduled program break.
- To be on screen for the duration of the program, alert, focused, and actively participating in group exercises, discussions and program assignments with all participants.
- To have a pen and notepad at the start of program.
- To not use or have your cell phone on or visible in program (unless using it for your program) or any other recordable devices.
- To not record the session or program.
- To have a full charge and a charger for your cell phone (if using it for Zoom) at the start of the session.
- To provide the Intake worker and program facilitator with a valid email address.
- **To be in a private, confidential space with no interruptions by people or pets unless approved by your facilitator.** No other people can be in your space unless approved by the program facilitator (support persons or interpreters only).
- I understand that it is my sole responsibility to confirm and ensure that this on-line program option is acceptable to my criminal justice process and all those involved (Lawyers, Crowns, Probation, Parole, Court, etc.) as this is not the responsibility of the Salvation Army or the facilitator.
- I also understand that failure to meet the above expectations could result in removal from the program. No refunds are issued for any reason. If you are asked to leave or are automatically removed, you can connect with your facilitator or the Intake worker on further options.

### CONFIDENTIALITY

I am aware and I agree that the only information the program facilitator can share without my written consent will be information regarding my attendance and completion status only. Specific details about my progress or information shared in the program will require a written consent form.

I also understand that while everything I communicate in this program is private and confidential, the facilitator has limits to confidentiality. Please see those limitations listed below:

- As mandated by law: reporting of child abuse of any kind (sexual, physical, emotional/verbal) will be reported to local authorities including police services in your area, the local Children's Aid chapter and any other deemed pertinent.
- As mandated by law: reporting of clear and immediate harm to yourself or to someone else; and/or knowledge of crime or intention to commit a crime, will be reported to local authorities including police services and any other deemed pertinent.

***NOTE: A verbal, on-screen agreement, is binding for our program purposes.***