

## CONFIDENTIALITY & INFORMATION SHARING POLICY

- In general (unless consent has been given for information to be shared) all personal information will be treated as confidential
- Confidential information may be disclosed to social care services if an adult at risk's or child's health and welfare needs protecting, or the police when a crime has, or may be, committed
- In cases of medical or other sensitive information being held, members of the organisation will only be informed on the 'need to know' basis
- If a disclosure of abuse is made by an adult at risk or child it is important for everyone to understand that they may not promise confidentiality
- If in doubt about the ability of an individual adult's ability to consent, seek professional or legal advice

For more information about mental capacity and consent refer to the "Mental Capacity Act 2005" (reference at [www.safecic.co.uk](http://www.safecic.co.uk))