

CRHMIS CLIENT INFORMED CONSENT/INCLUSION DISCLOSURE:

FOR RHY-FUNDED AGENCIES

_____ (agency name) participates in the CARES Regional Homeless Management Information System (CRHMIS). This means that in addition to any agency or Continuum of Care (CoC) forms that may be presented to you upon intake, **information about you and your household** is collected and stored within a private and secure computer database; this information is then used to better assess and serve your needs. **No consumer consent is required to enter consumer data into the CRHMIS.**

CRHMIS system administrator CARES, Inc. (CARES) is dedicated to the protection of the information within the CRHMIS database. CARES does NOT publish identifying client-level data. Further information on privacy and security can be found at in our complete policy and procedure manual (available at www.caresny.org/CRHMIS/), including information on opting-out of the CRHMIS, data ownership, and a list of research and coordination projects that use CRHMIS information.

*** _____ Please initial to indicate that you have read and understand the above information.**

INSTRUCTIONS: Informed Consent

- a) This document is for use in RHY-funded projects only.
- b) EVERY client must complete one (1) document.

CRHMIS Inclusion Disclosure

No consumer consent is required to enter consumer data into the CRHMIS from any agency-specific or CoC-specific forms that may be presented at intake. To ensure our consumers are aware of this, CARES has replaced *inferred consent* (a posted sign) with an *inclusion disclosure* (top section of reverse side) for the CRHMIS. Consumers are asked to initial that they received the information.

Consumer refusal to initial the inclusion disclosure does NOT indicate a refusal to be included in the HMIS, and does NOT automatically disqualify the consumer from receiving services from the agency or project – although individual agencies and/or projects may have their own policies that supersede this general CRHMIS policy. Therefore, in the event of a consumer refusal, agency and CoC policy regarding these situations should be followed.