



PRIVACY STATEMENT

All information concerning clients, former clients, donors, former donors, our staff, volunteers, and financial data, and business records of Never Alone is confidential. “Confidential” means that the board, staff, and volunteers are free to talk about Never Alone and its program and their position, but they are not permitted to disclose client or donor names or talk about them in ways that will make their identity known. No information may be released without appropriate authorization. This is a basic component of client care and business ethics. The board of directors, staff and our clients rely on paid and volunteer staff to conform to this rule of confidentiality. Never Alone expects our board, staff, and volunteers to respect the privacy of clients and donors and to handle their personal and financial information with great care as to protect their privacy. All records dealing with specific clients must be treated as confidential. General information, policy statements or statistical material that is not identified with Copyright © National Council of Nonprofits any individual or family is not classified as confidential. Staff members are responsible for maintaining the confidentiality of information relating to other staff members and volunteers, in addition to clients.

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