

# Contra Costa County Homeless Management Information System

## CLIENT INFORMED CONSENT & RELEASE OF INFORMATION AUTHORIZATION

\_\_\_\_\_ is a Partner Agency in the Homeless Management Information System. HMIS is a shared homeless and housing database system administered by the Contra Costa Interjurisdictional Council on Homelessness, the County division of Health, Homeless, and Homeless Services, and the **current** Partner Agencies listed in Attachment A.

### What is HMIS?

HMIS can improve the services and programs for homeless and low-income households by allowing authorized staff at Partner Agencies to share client information and to follow trends and service patterns over time. HMIS operates over the Internet and uses many security protections to ensure confidentiality.

Participation in the HMIS program is important to our community's ability to provide you with the best services and housing possible. As you receive services, information will be collected about you, the services provided to you, and the outcomes these services help you to achieve. Your name and other identifying information in the HMIS **will not** be shared with any agency not participating in the system unless required to do so by law. Authorizing your information to be entered into the HMIS is voluntary. Refusing to do so will not limit your access to shelter or services.

### By signing this form, I understand that:

- I give authorization for my basic and relevant information to be entered and shared between Partner Agencies in order to help assist me in obtaining permanent housing, employment, financial assistance, vocational services, counseling and medical/mental health treatment. (Basic information includes, but is not limited to, intake date, name, gender, birth date, ethnicity, number in household, military status, primary language spoken, and non-confidential services requested and received.)
- I have the right to receive a copy of my HMIS information upon written request.
- The current list of participating Partner Agencies may change over time to include other agencies who provide housing or services to the homeless population, and I give authorization for my information to be shared with any new partner agency. I may request a current list of all Partner Agencies at any time.
- This consent will expire 10 years after the signed date. I understand that I may cancel this authorization at any time by written request, but that the cancellation will not be retroactive and all data that was lawfully collected will remain stored in HMIS.

\_\_\_\_\_  
Print Name of Client or Guardian

\_\_\_\_\_  
Signature Of Client Or Guardian

\_\_\_\_\_  
Date

**ATTACHMENT A**  
**LIST OF HMIS PARTNER AGENCIES IN CONTRA COSTA COUNTY**

FORM UPDATED 08/17/2017

1. Anka Behavioral Health
2. Berkeley Food and Housing Project
3. Bi Bett Corporation
4. Contra Costa County Probation Department
5. Contra Costa Employment and Human Services Department (EHSD)
6. Contra Costa Health Services Department
7. Contra Costa Housing Authority
8. Contra Costa Interfaith Housing Program
9. Department of Veterans Affairs
10. East Bay Community Recovery Project
11. Greater Richmond Interfaith Program (GRIP)
12. Lifelong Medical
13. Monument Crisis Center
14. Northern California Family Center
15. Interfaith Council of Contra Costa – Winter Nights Shelter
16. Rubicon Programs, Inc.
17. SHELTER, Inc.
18. Social Security Administration
19. Trinity Center of Walnut Creek
20. Contra Costa County Office of Education
21. STAND for Families Free of Violence