

WI Balance of State CoC Coordinated Entry (CE) Case Conferencing Confidentiality Agreement

The _____ Local Homeless Coalition participates in CE Case Conferencing. The purpose of CE Case Conferencing is for service providers and partner agencies to discuss individuals and families on the Coordinated Entry Priority List to assist in finding housing solutions.

I understand and agree to the following terms:

- All client information discussed during the CE case conferencing meeting will be kept confidential and not discussed or shared outside of this meeting.
- Discussions about clients and client choice decisions will be respectful and free of judgment.
- To only access information that is needed for the purpose of finding permanent housing solutions for the clients being discussed.

Violation of these terms could result in being removed from CE Case Conferencing meetings. If you do not agree to the terms listed above, you will not be able to attend CE Case Conferencing.

Each CE client has the right to choose who they share their information with by signing a CE Case Conferencing ROI. Should a client choose to limit their sharing by excluding specific agencies or community partners, those that are specified will not be able to attend the meeting while that client is being discussed.

I acknowledge, by my signature below, that I understand the above terms.

Agency Representative Name: _____

Agency: _____

Date: _____