



Odyssey Childcare 2005

Confidentiality Agreement

I understand that in my position as a child care provider with Odyssey Childcare Inc, that I will acquire knowledge about clients and their families, other child care providers and the agency that is confidential. I understand that this knowledge shall remain confidential. I understand that I will not discuss any confidential information with other child care providers, other clients and their families and/or any other person(s) (family, friends, etc.). If I am in doubt as to whether the information I have acquired is confidential, I will contact the agency for clarification.

As per the policy of Odyssey Childcare, I will not post any photos or information about my clients on any electronic media such as face book.

If I am having problems or concerns with the agency and/or their staff, I will discuss them with the agency. I will provide the agency or its representatives the opportunity to clarify any questions prior to relating this information, either of clients or other members of the agency, or the willful spreading of incorrect or unconfirmed information may be viewed as intended to spread unnecessary dissention among the staff or clients. I understand that such malicious activities or breach of the confidentiality agreement may result in termination of my position and, depending upon the nature or content of information, if warranted additional authorities may be contacted.

Signature Required on back page

Provider Signature

Director Signature

Date

Revised Oct/08/2010