CONFIDENTIALITY

Employees are expected to hold in confidence general information, records, finances and medical information about the residents of Benco. Such information is only to be shared with other involved employees at meetings or at family advocate meetings acceptable to the resident, or with any agency representatives directly involved with the resident based on the need to know. It is illegal to break a resident's confidentiality without their consent or guardian's express written permission to share specific information.

Approved By: Julie Hansen
Julie Hansen, Benco Board President

Date: 5/7/26