



SIMS Foundation P.O. Box 2152 Austin, TX 78768  
**Confidential Clinical Numbers: Phone 512-494-1007**  
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### **SIMS LIMITS OF CONFIDENTIALITY**

The contents of a psychiatric assessment, medication management session, and/or a counseling intake or assessment session are considered to be confidential. Neither verbal information nor written records about a client can be shared with another party without the written consent of the client or the client's legal guardian. It is the policy of SIMS not to release any information about a client without a signed release of information. **NOTED EXCEPTIONS ARE AS FOLLOWS:**

#### **Duty to Warn and Protect**

When a client discloses intentions or a plan to harm self or others, the health care professional will take reasonable action to insure the safety of the client or the other party.

#### **Abuse of Children and Vulnerable Adults**

If a client states or suggests that he or she is abusing a child (or vulnerable adult) or has recently abused a child (or vulnerable adult), or a child (or vulnerable adult) is in danger of abuse, the health care professional is required to report this information to the appropriate social service and/or legal authorities.

#### **Professional Misconduct**

Professional misconduct by a health care professional must be reported by other health care professionals. In cases in which a professional or legal disciplinary meeting is being held regarding the health care professional's actions, related records may be released in order to substantiate disciplinary concerns.

#### **Court Orders**

Health care professionals are required to release records of client when a court order has been placed.

#### **Minors/Guardianship**

Parents or legal guardians of non-emancipated minor clients have the right to access the client's records.

#### **Other Provisions**

Information about clients may be discussed in consultation with other professionals in order to provide the best possible services. In such cases, neither the name of the client, nor any identifying information, is to be disclosed.

Since SIMS often serves individuals who are in relationships with one another, including couples and families, SIMS maintains separate files for each individual in order to protect her/his confidential information.