CARE (Center for Awareness, Response and Education)  
Office of Health Promotion and Wellness  
Northwestern University Health Service  
“Addressing Sexual Violence and Promoting Healthy Sexuality”

CONFIDENTIALITY AND LIMITS OF SERVICE

Please read the following statements carefully. If you have any questions, please ask a member of the CARE staff. After you are sure that you understand what you have read, please sign the form at the bottom. The form will remain in your confidential file.

Welcome to CARE. You are entitled to use our services if you are currently enrolled at Northwestern University. All services available through our office are free. Because everyone’s concerns are unique and take different amounts of time to resolve, services are tailored as much as possible to you and your situation’s needs. We provide: general information on sexual health, relationships, intimate partner violence, domestic violence, sexual assault, and stalking; coordination of campus resources; crisis counseling and support services; assistance for student judicial hearings; referral to on-and off-campus resources; and follow up. On the occasions when your concerns are more appropriately met in other settings, we will assist you in finding the right resource for your needs.

No matter your reason for seeking services with CARE, your information will remain confidential. With the exception of the specific circumstances discussed in the next paragraph, the information you share will not be disclosed to individuals outside of our professional staff without your knowledge or written consent. If providing service requires referral or coordination with other offices or departments, you will be asked to sign a “consent for advocacy services” form which allows CARE staff to share your name with appropriate personnel in order to coordinate services. Furthermore, no record of your use of our services is kept in your academic records, personal records, placement files, insurance records or official transcripts. CARE records are filed in locked storage in our offices and are subject to all rules of confidentiality. Additionally, if you are a survivor of domestic violence or a sex crime or are seeking services regarding domestic violence or a sex crime committed against a significant other, your conversation with a CARE Advocate is protected by Illinois law under the “Privileged communications between domestic violence counselors and victims” 750 ILCS 60/227 and “Confidentiality of Statements Made to Rape Crisis Personnel” 735 ILCS 5/8-802.1, respectively. Under these laws, your records are protected as confidential and may not be subpoenaed by a court of law unless you expressly waive your right to privileged communication with CARE staff.

There are a few exceptions to the above rules of confidentiality:

- If you are seeking services with CARE regarding an issue other than domestic violence or a sex crime (i.e., sexual health, harassment by someone other than a family or household member), then CARE staff may be required by law to reveal your information in connection with a court order or subpoena. In any such instance, you will be notified before any disclosure is made.
- CARE staff may be required by law to report instances of suspected child and/or elder abuse to appropriate agencies.
- CARE staff may also have a duty to take action if failure to disclose a confidential communication is likely to result in a clear, imminent risk of serious physical injury or death of the victim or another person. 735 ILCS 5/8-802.1[e]; 750 ILCS 60/227(b). Before reporting any of the information above, your advocate will review these exceptions with you.
- Furthermore, confidentiality may be broken if you pursue any lawsuit or administrative complaint (e.g., through the Department of Education’s Office for Civil Rights) against the University. In such cases, because CARE may be required to share its records with University attorneys in connection with such legal action, it will not be able to continue its relationship with you due to conflict of interest. You are advised to notify CARE immediately if you have filed or intend to file a lawsuit or administrative complaint against the University, so that CARE can terminate its relationship with you and provide any necessary referrals for ongoing service.

Because of limited staff size and resources, CARE is unable to continue services once a person is no longer affiliated with the University. Upon your departure from the University, CARE will supply you with appropriate referrals and will make every effort to assist you with the transition of services.

I have read and understand the above policy on confidentiality and limits of service at CARE.

_________________________________  ________________________________
Signature                                 Date