

**Knoxville Regional Catholic Schools Operating Fund (KRCSOF)
TUITION EVALUATION**

CLIENT/STAFF

CONFIDENTIALITY AGREEMENT AND RELEASE OF INFORMATION

The staff of KRCSOF is committed to respecting and maintaining the confidentiality of information that you provide by adhering to privacy standards as dictated by Tennessee State Law and professional ethical principles. In most circumstances, information that you provide cannot be disclosed without your written consent. Your records may be reviewed internally for the purpose of staff supervision and/or quality assurance. There are exceptions to confidentiality:

1. If you indicate an intention to harm yourself or someone else
2. If emotional, financial, physical or sexual abuse is known or reasonably suspected, KRCSOF staff members are legally and ethically bound to report this information to the proper authorities
3. If subpoenaed to release information by a judge during legal proceedings
4. If you sign a written release giving authorization to provide information

By signing this release, I also authorize the staff of KRCSOF Tuition Evaluation to release/receive information about me and my situation to/from the school(s) and parish indicated on the FACTS online application. The specific information released will include financial information including income, debt and savings, information on my family situation, and other relevant data. This is for the purpose of determining the amount of tuition support from the KRCSOF.

X

Client Signature

Legal Guardian (if client is under 18 years of age)

Georgia Bacon

Staff Signature

X

Date