






# Keeping confidential information safe best practices...

## How to keep confidential information safe?

-  Avoid taking pictures of clients/patients, their medical records, or personal account information.
-  Don't post about clients/patients on social media or any public platform.
-  Keep client's/patient's personal property private and information confidential.
-  Do not bring non-employee(s) to the client's/patient's house.
-  Speak up when something does not feel right.



### Anonymous Reporting

Together, we can build a successful organization and outstanding reputation. Scan the code to report.



Ethics Help Line Phone: 1-844-769-0288

