

North Carolina Privacy Overview

This form is about the North Carolina Statewide Homeless Management Information System. We call this NC HMIS or the “System”. Many shelters and other helping programs use the NC HMIS system. The NC HMIS System keeps information about clients that get help here.

We collect personal information directly from you as a way of providing the best services to meet your needs. We only collect information that we consider to be appropriate. The collection and use of all personal information is guided by strict standards of security and confidentiality.

With your approval, we will exchange information with other agencies to accomplish the following:

- Allow us to work with other agencies to help you
- To reduce the paperwork associated with multiple Intakes and to reduce the number of times you have to tell your story
- Allow us to learn about how well our community works together to meet your needs
- Allow us to demonstrate coordination of services for those that provide funding
- Allow us to see what are our community’s most common needs and whether or not we are meeting those needs

You have the right to:

- Get a copy of your record per agency guidelines
- To request correction your paper or electronic record
- Get a list of those with whom we’ve shared your information
- Get a copy of our Privacy Notice
- File a complaint if you believe your privacy rights have been violated

You have some choices in the way that we use and share information:

- The information available to find your record in the System. *Questions to ask the Client:*
 - *Do you have an acquaintance that works in social service organization in NC? If so is it OK for them to know that you have asked for services even though they do not know where or what kind of services you are requesting.*
 - *Is someone currently stalking you and how would you describe the risk – low, medium or high?*
- Whether we can exchange your information with other service agencies via the NC HMIS Client Release of Information & Sharing Plan for the purpose of coordinating your care. This Release will cover all the agencies identified on the Plan.

Our Uses and Disclosures

We may use and share your information as we:

- Care for you
- Run our organization
- Bill for your services or report to funding organizations
- Do research
- Respond to lawsuits and legal actions
- Comply with the law

Please visit our Web Site for a complete copy of our Privacy Notice: [*List Agency’s Web Site*](#)