



Client Confidentiality and Donor Privacy

We like to be able to publicly acknowledge our generous donors, however, this is to acknowledge that client and donor information is confidential and/or private. This includes items such as: student case files, contact information, donation amounts, etc.

As stated in our Employee Handbook:

- “It is the policy of the Agency to insure that the operations, activities and business affairs of the Agency and our clients are kept confidential to the greatest extent possible. If, during your employment, you acquire confidential or proprietary information about the Agency and/or its clients, you are required to keep such information in strict confidence and are not to discuss it with individuals outside the Agency. All employees are responsible for the security of such information. Employees found to be violating this policy will be subject to disciplinary action, up to and including termination.”
- “Client, student and survey files as well as any personal information on each client are confidential. All confidential client records are kept in the cabinets in the locked file room. Any survey data stored in the Agency’s database is anonymous.”

We never sell our donor information to others and will only use donor contact information to help our donors stay informed about Center for Prevention Services activities.

Request for Confidentiality

If you would prefer confidentiality regarding your donation, please call our office at (704) 375-3784 to speak with one of the following contacts, or feel free to send an e-mail:

Angela Allen, Executive Director – allen@preventionservices.org

Nancina Pope-Hammie, Fiscal Director – fiscaloffice@preventionservices.org