

Consent Form Template

Interagency Case Assessment Team

Consent to the ICAT Process and to Release Personal Information to the ICAT

I, _____, hereby give permission to the staff of _____ (community or police agency/public body name) to refer my case to the Interagency Case Assessment Team (ICAT) and to have my case reviewed by the ICAT for the purposes of identifying and responding to the risk of intimate partner violence or stalking, and providing proactive interventions that result in enhanced safety and support. The ICAT process has been explained to me.

I, _____, hereby give permission to the staff of _____ (community or police agency/public body name) to disclose personal information to the ICAT for the purposes of identifying and responding to the risk of intimate partner violence or stalking.

The following specific information may be disclosed:

1. Information concerning the relationship and/or interactions between myself and/or my children and extended family members with _____ during the time period of _____, 20__ until such time as I revoke my consent.
2. Information relevant to the 20 risk factors listed in the BC Summary of Intimate Partner Violence Risk Factors (BC SIPVR).

The information provided to the above-mentioned team shall not be further disclosed without my consent subject to certain limited exceptions which have been explained to me and are set out in this consent and release form.

This release is consent pursuant to federal and provincial privacy laws. This includes: the federal *Privacy Act* and the provincial *Freedom of Information and Protection of Privacy Act* and the *Personal Information Protection Act*.

This release may only be revoked by notice in writing delivered to the ICAT police member. I am aware that revocation of my consent means that my participation in the ICAT process has completed but that the ICAT process, including the sharing of information, may continue due to compelling safety concerns.

COMPLAINANT

Signature

Phone number

WITNESS

Signature

Phone number

Protocol for confidentiality explained on: _____, 20__

Method for revoking consent explained on: _____, 20__

Privacy rights under federal and provincial laws explained on: _____, 20__

Signature

Witness signature

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FEDERAL AND PROVINCIAL PRIVACY LEGISLATION

Under the federal Privacy Act, the provincial Freedom of Information and Protection of Privacy Act (FIPPA) and Personal Information Protection Act (PIPA), consent is generally required before personal information about you can be shared with other agencies. While these privacy laws limit situations in which your personal information can be shared, they also allow such information to be disclosed in the public interest (Privacy Act) or where compelling circumstances exist that affect anyone's health or safety (FIPPA & PIPA). FIPPA also permits the release of personal information for the purpose of reducing the risk of domestic violence if domestic violence is reasonably likely to occur. FIPPA also requires public disclosure of information about a risk of significant harm to the health or safety of the public or a group of people.

CHILD WELFARE LEGISLATION

The Child, Family and Community Service Act requires anyone who has reason to believe a child (anyone under 19 years of age) is, or may be, at risk for physical, sexual and/or emotional abuse, or neglect where the parent is unwilling or unable to protect the child, to report their concern to the local child welfare worker at the Ministry of Children and Family Development.

Pursuant to this protocol, your personal information will be kept confidential unless the requirements of the exceptions are met.

REVOKING CONSENT

If you wish to revoke consent for the ICAT to use the information from your case, contact the ICAT police member in writing to state your wishes. Even though a written request may be submitted to the police member, the police member may not be able to grant wishes of revoking consent, dependent on the risk associated to the intimate partner violence case in discussion.

PROTOCOL FOR CONFIDENTIALITY

1. A referral will be made to the ICAT from an agency that knows your situation and to whom you have given consent.
2. This referral and consent will be forwarded to the ICAT police member, who will assign a number to your case. The police member will then assign your case a meeting date and notify the ICAT members involved with your case (such as RCMP/municipal police, transition house, victim services, etc.) of the meeting date and the case to be discussed.
► No one other than those involved with the ICAT will be made aware of your identity. Exceptions to this are highest risk cases where applicable privacy laws apply.
3. Any referrals, consent forms, names of victims/survivors, and file numbers will be locked in the detachment of the ICAT police member.