

Confidentiality Agreement

FOR

WESTERN MONTANA AREA VI AGENCY ON AGING, INC.

VETERANS DIRECTED HOME AND COMMUNITY BASED SERVICES

Your employer recognizes the importance of protection of confidential information in your work location including confidential information regarding your employer and, when applicable, confidential information regarding co-workers. It is that obligation of every employee to maintain confidentiality.

Employees will not discuss or otherwise divulge any confidential information obtained as a result of employment except when authorized by the employer for the benefit of the employer.

Care should be taken at all times to see that confidential information is secure.

I have read and agree to adhere to the conditions of this confidentiality agreement. I also acknowledge that any breach of confidentiality may result in disciplinary action up to and including termination.

Date: _____

Signature: _____

Printed Name: _____

First

Middle

Last