



EMPLOYEE CONFIDENTIALITY AGREEMENT OF CLIENT HEALTH INFORMATION AND PERSONAL INFORMATION IN ACCORDANCE WITH HIPAA REGULATIONS

For good consideration and as an inducement for

Care and Life LLC to employ _____ (employee), the undersigned Employee hereby agrees not to directly or indirectly use, manipulate or copy compete any client health information (PHI), to include personal health information or personal contact information (address, phone, email address, etc.) with the business of the Agency and its successors and assigns during the period of employment. Misuse of PHI or personal contact information will result in termination and report with action to HIPAA federal agencies. Fines related to civil and criminal offences for gross misconduct with the above information are the direct responsibility of said employee.

The Employee acknowledges that the Agency shall or may in reliance of this agreement provide Employee access to trade secrets, customers and other confidential data and good will. Employee agrees to retain said information as confidential and not to use said information on his or her own behalf or disclose same to any third party or for their own personal or monetary gain.

The Employee understands that in no circumstances are they to agree to assume power of attorney or guardianship over a client utilizing the Agency's services. In addition, it is understood that they are prohibited from allowing a consumer to endorse a check over to the home care agency or themselves.

The Employee agrees to not copy and to return all such Agency supplied Information immediately upon termination of employment. Further employee agrees not to solicit any of the customers or employees of employer for any purpose for a period of two years after termination.

This agreement shall be binding upon and inure to the benefit of the parties, their successors, assigns, and personal representatives.

Signed this day: _____
(date)

Employee Name

Employee Signature

Care and Life LLC Representative Name

Care and Life LLC Representative Signature