

## Privacy Statement

The personal information collected on this card or subsequently provided to staff at the Learner Experience Office (LEO) is collected under authority of the University of Western Ontario Act, 1982, as amended. This information is used to assess your needs and provide the appropriate service(s). Also, selected data will be used for aggregate statistical reporting about LE client population and for program evaluation purposes. All reports will not contain any information about individual clients.

Personal information will not be disclosed without your consent except in accordance with provincial legislation. You should be aware of the following situations in which your personal information may be disclosed to persons outside the LEO without your consent:

1. We are required by law to report to the appropriate authorities any suspicions that a child (i.e. someone who is **presently** under 16 years of age) has been or is being abused.
2. If you are in serious and imminent danger of hurting yourself, we may need to reveal to an appropriate third party (including your Emergency Contact person, your parents, and/or emergency personnel) enough information to help you.
3. If you are involved in a legal proceeding, the court may subpoena our records.
4. LE takes seriously its role to foster a safe campus for you and for others. By seeking services at LEO, you are consenting to an evaluation of the risk that you present to the physical health and safety of others. Accordingly, any student whose words, actions, or mental health issues in our determination present a potential risk of serious bodily harm to others shall be responded to vigorously. This response may include (but is not limited to) consultation with your Emergency Contact person, your parents, other professionals, university personnel or police who may have information relevant to a risk assessment. You may be referred to a specialist for further risk assessment evaluation; refusal to accept such a referral will be communicated to relevant university personnel and may necessitate the termination of services at LEO.

Depending on the particular area of service, there may be other disclosure requirements. In addition, individuals within the LE Office may consult with each other if they deem this consultation to be relevant to the provision of services for you. These requirements will be fully outlined to during your initial appointment.

If you have any questions about the collection, use, or disclosure of your personal information by LEO, please ask to speak to the Manager, by calling the London LE office at 519-661-4234.

I, \_\_\_\_\_ have read and understood the above.

Client Signature \_\_\_\_\_ Date \_\_\_\_\_

Witness Signature \_\_\_\_\_ Date \_\_\_\_\_