Confidentiality Guidelines for Multidisciplinary Teams

Welfare and Institutions Code 18986.46 (b)

- A multidisciplinary team is allowed to establish a unified services record for a child and family.
- The single authorization may not include adoption records.
- Information provided by the child or family may be exchanged within the program (aka: multidisciplinary team) with the express written consent of the authorized representative.
- A client’s refusal to sign the consent form will not have an adverse impact on the client’s eligibility for services under the program.
- Members of the team may view relevant sections of the unified program records, and may disclose to one another information on a child or the child’s family in order to formulate a plan or to deliver services.
- Information and records may not include information relevant to the evaluation of the child and his or her family, the development of a treatment plan for the child and his or her family, and the delivery of services.
- The multidisciplinary team may designate person qualified to be a member of the team for a particular case.
- An integrated services program may establish and maintain a data base for use and disclosure only within the program, except by consent by a parent, guardian, judicial officer with jurisdiction over the child or a minor with the legal power to consent.
- Information in the data base may be used for research.
- Sharing of information is to be governed by a memoranda of understanding among the participating service providers or agencies in the coordinated children’s service system or program.
- The information of records obtained needs to be maintained in a manner that ensures the maximum protection of privacy and confidentiality rights of clients.