

## **CAN DO WORK LLC**

**3308 Castle Drive, Union, NJ 07083**  
201-913-8525 / [candoworkllc@gmail.com](mailto:candoworkllc@gmail.com)  
"Changing Lives One Job at a Time"

---

### *Confidentiality Agreement*

*At CAN DO WORK (CDW), your employment goal is our mission! We acknowledge our responsibility to protect our clients' privacy and confidentiality at all times. In this regard, CDW pledges as follows:*

- 1. Any and all documents that CDW obtains from clients and their families will remain in secure files at all times, inaccessible to public scrutiny. This applies to original documents that CDW might acquire as well as copies thereof.*
- 2. CDW will not seek documents deemed private and confidential from companies, agencies, psychologists, medical personnel, educational institutions, or other caregivers without the prior written, signed and dated consent of clients and/or their families.*
- 3. CDW will provide to clients and their families, and will not use information from, any and all documents that other companies, agencies, psychologists, medical personnel, educational institutions, or other caregivers might independently volunteer to provide.*
- 4. Upon employers' offer of and clients' acceptance of paid employment, CDW will not require and will not seek to obtain any documents or copies of documents, pertaining to clients' orientation or subsequent job performance, without the prior written, signed and dated consent of clients and/or their families.*

---

*Client/Family Signature*

---

*CAN DO WORK Signature*