



**Tenth Judicial Circuit of Illinois  
JUVENILE DETENTION CENTER  
County of Peoria**

**223 N. Maxwell Road --- Phone 634-4200 --- Peoria, Illinois 61604**

**EMPLOYEE/VOLUNTEER CONFIDENTIALITY AGREEMENT**

This Employee/Volunteer Confidentiality Agreement (hereinafter the "AGREEMENT") is made effective as of \_\_\_\_\_, 20\_\_\_\_, by and between Peoria County Juvenile Detention Center, 223 North Maxwell Road, Peoria IL 61604 (hereinafter "PCJDC"), and \_\_\_\_\_, of \_\_\_\_\_.

(Employee/Volunteer address) (Employee/Volunteer name)

Both parties recognize that PCJDC has and information regarding matters such as: personally identifiable patient medical and mental health information and confidential juvenile court records. The PCJDC provides mental and medical care for all residents while incarcerated. Any services provide while in custody at the PCJDC included but not limited to the follow: prescription and/or non-prescription medications, hospital services, physician services, or any other healthcare goods or services; data and information concerning the operation, plans, and processes of PCJDC; and other vital information (collectively, "INFORMATION"), are confidential records of the patient and or the PCJDC.

EMPLOYEE/VOLUNTEER agrees that EMPLOYEE/VOLUNTEER will not at any time, in oral, written, electronic, or any other form or manner, either directly or indirectly divulge, disclose, or communicate to any person, firm, or corporation INFORMATION of any kind, nature, or description concerning any matters affecting or relating to the juvenile records without written consent of PCJDC. EMPLOYEE will protect the INFORMATION and treat it as strictly confidential. EMPLOYEE/VOLUNTEER agrees not to remove INFORMATION from any facility owned or operated by PCJDC without the prior written consent of PCJDC. EMPLOYEE/VOLUNTEER further agrees that, upon termination of employment with PCJDC for any reason, EMPLOYEE/VOLUNTEER will return any documents, manuals, or other written or electronic materials containing such INFORMATION to PCJDC.

The parties hereby stipulate that, as between them, the foregoing matters are important, material, and confidential, and gravely affect the effective and successful conduct of the business of PCJDC, and its good will, and that any breach of the terms outlined in this AGREEMENT is a material breach of this AGREEMENT and a violation Illinois Compiled Statutes 705 ILCS 405/1-7.

EMPLOYEE/VOLUNTEER has read and understands all sections 705 ILCS 405/1-7 of the Juvenile Courts Act as it pertains to juvenile court records being confidential. EMPLOYEE/VOLUNTEER has read and understands the Health Insurance Portability and Accountability Act of 1996 (HIPAA) as it relates to mental and medical health records.

**Employee/Volunteer**

**Peoria County Juvenile Detention Center**

\_\_\_\_\_  
(Print Name)

Brian Brown  
(Superintendent)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Signature)