



This 45-minute module introduces the laws of confidentiality and their importance in building trusting and respectful relationships with families. It provides an overview of best practices for family support professionals to protect client confidentiality and the professional and ethical considerations within home visiting and virtual home visiting.

Ongoing:

View the Professional Development Program and each training module as an investment in skills and knowledge to help improve family support professional effectiveness.

Before the training:

- Learner and support person review learning objectives and family support professional competencies

During the training, the learner:

- Rates knowledge of learning objectives
- Completes activities
- Reflects on own response
- Identifies questions and concerns
- Prints responses to share with support person
- Completes post-training evaluation

After the training, the learner:

- Develops an action plan for applying skills and knowledge in daily practice
- Explores information on Resource Guide
- Meets with support person to:
 - Review pre- and post-training activities
 - Discuss reflections, questions, and concerns
 - Review action plan for applying skills and knowledge in daily practice
 - Assess personal learning goals, transfer of learning, and action plan over time

Note to Learner:

The Institute for the Advancement of Family Support Professionals (IAFSP) encourages you to complete the training and activities with the support of your supervisor, a peer or a technical assistance consultant. The notes below will guide you in preparing to take the training, following up with your support person after the training and supporting transfer of learning into daily practice.

National Family Support Competencies Addressed:

DOMAIN 7: Relationship-Based Family Partnerships

Dimension 25: Respect and Responsiveness
Component B: Relationship Building

DOMAIN 8: Cultural and Linguistic Responsiveness

Dimension 28: Cultural Competency
Component B: Knowledge of Culture

DOMAIN 10: Professional Practice

Dimension 34: Ethical and Legal Practice
Component B: Confidentiality/social media and technology
Component C: Policy and procedures

Action Plan: (Each learner’s plan will be unique. To get you started, some ideas are listed below.) *As a result of this training, I will...*

- Develop a confidentiality script and practice it with my supervisor and peers until I am comfortable using it.
- Review my agency’s confidentiality policies and procedures with my supervisors and peers.
- Think about my daily routine from a “confidentiality” perspective. Should I make changes in my daily routine to ensure that I am maintaining confidentiality?
- Bring any concerns about confidentiality to my supervisor for guidance.

My Action Plan

Action	Target Date	Date Completed