

ByName List Participant Consent

A By-Name list is a real-time list of people experiencing homelessness in our community. It helps to identify those that are most vulnerable in our community while tracking their progress toward permanent, sustainable housing.

What is a By Name List used for?

Community Level (*non-identifying information*)

- Tracks how many people are becoming homeless, moving into housing and changes in real-time.
- Measures progress toward goal of homelessness reduction
- Collects concrete evidence for the services we need to best meet community needs

Individual level (*confidential identifiable information*)

- Share client information between service providers to reduce duplication of work, avoid individuals re-answering the same questions multiple times
- Prioritize clients based on vulnerability and need

The purpose of the By Name List in conjunction with the Coordinated Access approach is to provide a network of support and access to programs and services for those who are currently homeless. The ByName List Network exists to assist participants in their effort to secure housing and to help those that are facing homelessness to prevent worsening conditions and escalated crisis.

By consenting to having my name added to the Leeds Grenville ByName List, I have been made aware of and am agreeing to the following:

- ✓ That my participation is voluntary and this consent will remain in effect until I have been housed or no longer wish to participate. I can withdraw my consent at any time and will be responsible to inform the service provider agency I am working with to have my information removed from the ByName List.
- ✓ That my personal information will be securely stored and only personnel who need to know your information will have access to it. All of the individuals who will have access to my personal information will have signed confidentiality agreements to assist in the protection of my information.



- ✓ My personal information will be shared amongst personnel on the ByName List Working Committee in the Leeds and Grenville area who are working together to prioritize offers of affordable housing and support for people experiencing homelessness. Which could include, but is not limited to, birth certificate, Health card number, Social Insurance Number, and Banking information. This information will be stored on a centralized database used for the sole purpose of supporting participants access to services related to homelessness prevention and/or obtaining and maintaining housing. You may request a listing of all agencies who have access to your information at any time.
- ✓ The ByName List will not share my personal information with any third parties or for any other purposes other than is set out on this form without my prior, additional consent, unless there is reason to believe I might hurt myself, or someone else.
- ✓ If I decide not to provide my consent, I will not be declined service by local service providers, however for the purposes of prioritizing me for affordable housing, without my consent, the ByName List Committee may not be able to effectively represent my level of need for housing.
- ✓ I may decide to limit my consent by only answering the questions and providing information that I am comfortable with disclosing.

I AGREE WITH THE ABOVE AND CONSENT TO MY PERSONAL INFORMATION BEING COLLECTED, USED, STORED, SHARED AS DESCRIBED IN THIS CONSENT FORM.

Your signature (or mark) below indicates that you have read (or been read) all of the information provided above and agree.

Signature (or Mark) of Participant

If consent given by mark or verbally:

Printed Name of Participant

Signature of Witness

Date

Date