



COVID-19 Boston Homeless Assistance Network (HAN) Release: Client Authorization for Coordinating Services

_____ (Client name), hereby verbally authorizes each *Homeless Assistance Network (the "Network")* member (see below) to share any and all personal information with any other member of the Network as may be necessary to provide and coordinate services requested or may from time to time request. The client specifically consents to the release to any other member of the Network of case notes, substance use records, mental health records, domestic violence records, HIV status, and criminal records information. They also authorize each member of the Network to share this information electronically, orally or otherwise. They understand that a photocopy or digital copy of this authorization is as valid as the original.

**If this person is not 18 years of age, a parent or guardian verbally accept on their behalf.*

Date

Case Manager Signature

Case Manager Name/Agency Printed

- COVID-19 HAN release allows for client to give verbal authorization to a case manager in person, by phone, or virtually. Client must be aware that this authorizes their information to be shared. For clients who do not wish to share their information to be shared, a Limited CAS release (boston.gov/limited-cas-release) should be used.
- COVID-19 HAN release is to be used to limit in person contact between clients and case managers per CDC instructions during the COVID-19 crisis.
- COVID-19 HAN release is only valid during the COVID-19 crisis. The Department of Neighborhood Development for the City of Boston will announce when this document should cease to be used.
- COVID-19 HAN releases signed, dated, and submitted during the crisis will be valid until the Department of Neighborhood Development announces cessation of use of the release at which point standard HAN releases signed by the clients will need to be obtained for clients who have used the COVID-19 HAN release.
- This authorization will expire after 24 months since last contact with any member of the Network.
- Client may withdraw this authorization at any time by informing any member of the Network in writing or verbally that they no longer want my information shared among them.



- Client understand that members of the Network will not deny service provision or payments based on whether they sign this authorization. However, the client understands coordination among the members of the Network for services that they have requested may be impacted by not doing so.
- By signing this form, the client allows Member organizations to share their information as may be necessary to provide services requested or may from time to time request. However, the client understands that their information may be redisclosed by the recipient and may no longer be protected by the Member's privacy policies or by applicable state or federal law or regulation.
- Additional agencies may join the Network and will have access and permission to share their information. The list of agencies in the Network is attached. An updated list of agencies is posted online at boston.gov/han-providers. The list may also be requested at any time from any member agency.

Boston Homeless Assistance Network (HAN) Providers

Below is a list of the member agencies of the Boston Homeless Assistance Network. Additional agencies may join the network at any time. An updated list of agencies is posted online at boston.gov/han-providers and may also be requested from any of the participating agencies.

BayCove
Boston Housing Authority
Boston Healthcare for the Homeless
Boston Medical Center
Boston EMS
Boston Public Health Commission
Boston Rescue Mission
Bridge Over Troubled Waters
Eliot Community Human Services
Ecumenical Social Action Committee
HEARTH
Home for Little Wanderers
HomeStart
Justice Resource Institute
MetroHousing|Boston
Massachusetts Housing and Shelter Alliance
Middlesex Human Services
New England Center and Home for Veterans
Pine Street Inn
Project Place
St. Francis House
US Department of Veteran Affairs
Volunteers of America
Women's Lunch Place