



# CCNW Zoom Support Groups

## Confidentiality and Risk Management Agreement

By participating in a Cancer Care Northwest Zoom Support Group, you are taking the same type of risk that you do in any online transaction in terms of unauthorized people accessing the system and data. CCNW will do everything possible to maintain your privacy from the information technology (IT) management end, including the use of an encrypted type of Zoom account. To further protect participant privacy, we need your assistance.

By signing this agreement, I understand and agree to:

- keep any personal information shared in the Zoom support groups confidential, including the names and contact information of other participants
- understand the nature of support groups is such that some of your personally identifiable health information may be shared in this setting or may be disclosed beyond this group
- protect your screen from others looking at it during meetings, and the audio from others listening (using headphones is one way to help with this if you are in a shared or public space)
- not take screenshots during the meetings unless the CCNW facilitator is sharing resources
- not record the Zoom support group meetings
- not share the meeting ID number or password with anyone; participants receive meeting information from the group facilitator. Please do not post the Zoom meeting details anywhere online, this is how unauthorized people gain access into private Zoom calls.
- follow the CCNW Support Group Guidelines and understand group support is voluntary and participation is not required to receive medical treatment at Cancer Care Northwest

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Participant printed name

Participant signature

Date signed

*Please return this completed form to:*

*Cancer Care Northwest*

*Attn: Paula McKee*

*601 S Sherman St*

*Spokane, WA 99202*

*Or by email to [Paula.McKee@ccnw.net](mailto:Paula.McKee@ccnw.net)*