The CAFÉ TA Center Consent Policy

To get this policy in a different format or another language, please contact CAFÉ TAC at cafetacenter@gmail.com or 855-CAFÉ-TAC.

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General Explanation: The CAFÉ TA Center project exists to provide technical assistance to promote evidence-based care for adults with "serious mental illnesses" (SMI), and to promote the value of individuals with lived experience of mental health conditions as a component of the treatment system. This project is funded through a federal grant from the Substance Abuse and Mental Health Services Administration (SAMHSA www.samhsa.gov.)

As part of this project, CAFÉ TAC is asked to collect data and information about the people that we serve. This document is to explain what data and information we collect, what we do with it, and how we store it.

What We Collect: Information collected through the CAFÉ TAC project includes name, address, contact information, race/ethnicity, age, state of residence, professional role, and certification status.

What We Do With It: CAFÉ TAC uses the information it collects for reporting and evaluation only. It allows us to let our grant funder know how many and what type of people we reach, and for us to measure our own progress. Everything is stored in our secure, password protected system, and we will never share your personal information with anyone outside of the organization.

Risks and Benefits: There are no medical or legal risks to participating in the CAFÉ TAC project. There is some small risk of experiencing social stigma associated with mental health status, however, one of the benefits of the project will be a decreased sense of stigma for all individuals with SMI. Other benefits will include an increased access to resources, a better understanding of the value of lived experience and its role in improving the mental health system of care, and a sense of hope and empowerment.

Your Privacy: Your privacy is <u>very</u> important to CAFÉ TAC. We will never share your personal information with anyone outside of the project. All data is stored in a password protected system. Any data reported to outside organizations will have all identifying information removed, and will be made up only of statistical totals, not individual information. Only in circumstances where the participant agrees to participate will their name be included in the roster of participants of the project. Identifying information regarding individuals receiving mental health services will not be revealed without the express consent of the participant and only in the consented manner.

Participation in the CAFÉ TAC project is VOLUNTARY. If you do not wish to participate, or want to stop participating at any time, you may do so without penalty.

Questions or concerns? Contact CAFÉ TAC at 855-CAFÉ-TAC (223-3822) or cafetacenter@gmail.com.