



Boca Helping Hands

Client Privacy/Confidentiality Policy

The privacy and confidentiality of the clients that we serve are of the utmost importance to Boca Helping Hands and our Board of Directors.

The sensitive data that is requested for our program qualifications is uploaded into our encrypted, password protected CRM (Customer Relationship Management System) and any paper-based documents received are then shredded immediately after.

It is also important to note that we only use the requested information to determine financial eligibility for our programs and that none of the information obtained will be used for any other purpose.

If a BHH member of staff or volunteer is required to speak with a third-party agency, only the minimum amount of information necessary will be furnished to that agency.

If you have questions or concerns about how the data that you've submitted will be protected, or any general questions regarding privacy or confidentiality, please contact the Director of Resources at RC@bocahelpinghands.org or (561) 417-0913 Extension 206.