

# Confidentiality – why it's important.



Alcohol  
and Drug  
Foundation



Local Drug Action Team Program

Everyone participating in a peer support program needs to feel supported.

They should feel comfortable and know that anything they say or do is not going to be shared with the world.

As a peer leader, you have an important role to play in keeping your peers safe, including not sharing information that you shouldn't, and knowing when you should.

In practical terms, this might look like:



not sharing photos of your peers on social media without their permission



maintaining a safe, confidential and welcoming space where your peers can be themselves



not telling others about anything you are told in confidence



only disclosing confidential information to program management if someone is at risk of harm.



keeping your peers safe by not exposing them to risky situations or potential harm

Privacy, confidentiality, duty of care, and risk management are all ways to keep your peers safe, and it's important you know what these are.



## Privacy is:

- Relevant collection and safe storage of information.
- Not disclosing personal information about a participant, unless it has been approved by that person.



## Confidentiality is:

- Ensuring that all discussions between program participants, leaders and/or staff remain private.



## Duty of Care is:

- Ensuring that you take steps to avoid reasonably foreseeable risks of injury and don't put your peers at risk of harm.



## Risk Management is:

- A risk is something that poses a threat to your peer support program.
- Clear understanding about acceptable and unacceptable behaviours can help reduce risk in the program.

# Remember that...



The only exception to these rules is if a young person discloses any type of abuse, neglect or harassment to a peer leader.

In this case the peer leader has a set of steps set out in this program's Policies and Procedures that they must follow.



The Policies and Procedures are in place to protect participants. Your Program Coordinator can give you these and you should familiarise yourself with them before the program starts.



It's on all participants to keep the program a safe, confidential space, and as a peer leader, you have an important role to play.



Your Program Coordinator and your program Policies and Procedures will support you in your role.

