



## CONSENT TO RELEASE CONFIDENTIAL INFORMATION



### Hampden County Sheriff's Department and Correctional Center

627 Randall Road – Ludlow, MA 01056 -1079

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Person #: \_\_\_\_\_

I, the undersigned client, hereby authorize the Hampden County Sheriff's Department and Correctional Center ☒ to release ☐ to obtain the following information in order to assist me in transitioning back into the community in obtaining re-entry services with participating JRA community providers/agencies. A listing of the JRA community providers/agencies will be provided upon request. Please note in order for a community provider/agency to participate in the JRA release of information program, the community provider/agency has agreed to abide by a strict set of guidelines to protect confidentiality and integrity of information.

- ☒ Admission/Release Dates
- ☒ Charges and Disposition
- ☒ Offender Assessment Summary
- ☒ TCU Information

#### Criminal Offender Record Information (CORI) Policy and Confidential Information Policy

- CORI consists of records and data in any communicable form compiled by the Criminal Justice System (CJS) which concern an inmate and relate to the nature and disposition of a criminal charge, an arrest, a pretrial proceeding, other judicial proceedings, sentence, incarceration, rehabilitation and release.
- CORI **may not be released** without the consent of the inmate, however, CORI that identifies an inmate's security level, housing placement, probation status, parole eligibility date and conditions of probation or parole is exempted from the aforementioned protection and may be released upon public request without the consent of the inmate.
- CORI may be released to CJS agents without the consent of the inmate.
- Evaluative information that appraises mental condition, physical condition, extent of social adjustment and rehabilitative progress is not considered CORI and **may not be released** without the consent of the inmate.
- **Note:** Requests for mental or physical health records from or by outside agencies shall be directed to the HCSD Health Services Department for processing in accordance w/the Health Insurance Portability and Accountability Act (HIPPA).
- CORI documents generated by the Criminal Justice Information System (CJIS) **may not be released** or disseminated outside of the Hampden County Sheriff's Department.
- Intelligence/investigative information (criminal, disciplinary, threat assessments) is protected & **may not be released**, except to CJS agents on a need to know basis. **Authorized personnel only** may release said information to CJS agents. Inmate consent to release intelligence/investigative information to CJS agents is not required.
- Redislosure of protected CORI and other confidential information is **prohibited**.
- **Violation of the CORI Statute may result in fines of up to \$5000 or imprisonment for not more than 1 yr.**

I, the undersigned client, understand that this consent is subject to revocation at any time unless action based on this release has already been taken. Unless otherwise indicated, this consent will expire in twelve (12) months.

\_\_\_\_\_  
Client Signature

\_\_\_\_\_  
Staff Witness Signature

\_\_\_\_\_  
Date

Telephone: (413) 547-8000 Fax: (413) 547-8358