

AUTHORIZATION AND CONSENT TO RELEASE INFORMATION

Sharing Entities:

- National Restaurant Association Educational Foundation (NRAEF)
- Alaska CHARR
- Alaska Works Partnership
- U.S. Federal Government
- Alaska Department of Labor and Workforce Development

Purpose of Collecting Information:

This information may be collected and used for several purposes including, but not limited to: verification of eligibility; referral provision and coordination; verification of status while actively receiving services and during the follow-up period; and for program reporting, planning, and evaluation purposes. In most cases, the method of soliciting this information and verifying it includes the use of the participant's Social Security number (SSN).

This release covers the following items:

- Education information, including:
 - Enrollment documentation
 - School status documentation
 - Diploma/certificate documentation
 - Attendance records
 - Progress reports
 - Hours assigned per week (full-time vs. part-time)
 - Job title
 - Fringe benefits (including health insurance, retirement, paid time off)
- Employment information, including:
 - Employer name and address
 - Employment start and end dates (as applicable)
 - Rate of pay
 - Demographics and prior assessments
 - Prior earned income
 - Unemployment Insurance information
 - SNAP (food stamps) / TANF status
 - Social security income

To the extent permitted by law, the sharing entities (listed above) may share all information about the participant contained within the individual's case files with the sharing entities, for the exclusive purpose of coordinating delivery of goods and services to the individual. The sharing entities agree that all information about the individual shall be kept confidential as allowed and required by law. The individual's records are protected under Federal regulations governing confidentiality of Alcohol and Drug Abuse Patient 42 CFR Part II and cannot be disclosed without consent unless provided for in the regulations.

The information the individual has provided will be used to determine program eligibility.

The individual may revoke this consent at any time by submitting a signed written revocation to any of the sharing entities (listed on page 1) for which the individual has an open case. Data sharing with a particular sharing entity will cease upon the closure of the individual's case file with that particular sharing entity. This consent will expire upon closure of all the individual's case files with all the sharing entities.