



**Fife Adult Protection**  
[www.fifedirect.org.uk/adultprotection](http://www.fifedirect.org.uk/adultprotection)



# What is Information Sharing?





**Why do other people need to know things about me?**



This is called 'Information Sharing'.

It makes it easier for staff to give you the support and protection that you need.

It helps staff to do things quicker.



If staff share information, it means you won't have to tell lots of different people the same things.



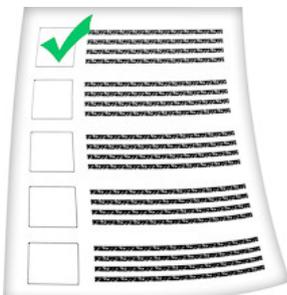
**What am I being asked to do?**

You are being asked to say that your information can be shared with the staff who are working with you.

Sometimes this will be called 'giving consent'.



This means that you agree.



**What information will be shared?**

Things like your name and address and information about the support and care you need.



## How will it be shared?

The people working with you might speak to each other,



or send emails or letters.



## Will anyone else be given the information?

The only people who will be given the information will be the people who will be helping you.

Information about you is confidential.

This means that it is private.



It will usually only be shared with other people if someone has talked to you about it first.



## What if I don't want people to share my information?

You can say 'no'.

But then it might take longer to get you the help you need...

...or you might have to tell different people the same things.



**What if there is some information that I don't want to be shared?**

You can say 'no' to sharing some information, but still say 'yes' to other details about you being shared.



But even if you say no, we will have to tell someone if you, or someone else, is being harmed or is not being looked after.



**If I agree to sharing my information, will I ever be asked again?**

Yes. When you agree to share your information, you should be told how long that agreement lasts for, and when you will be asked again.



**I still don't understand....**

If you have any questions, please speak to your Social Worker.



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