



Deaf Empowerment Awareness Foundation, Inc.

**DEAF Inc**

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## **Declaration of Cooperation**

**Directions:** Please read and initial each statement. If you have any questions, please let us know and we will explain each of them to you in a manner that you can understand.

\_\_\_ I agree to take responsibility for the solution to my problem. DEAF Inc. may attempt to help me with my situation by calling people or giving me information, but I understand that it is up to me to have the courage, courtesy, and commitment to make any necessary changes in my own life and attitude.

\_\_\_ I agree to be totally honest about my case. This means that I agree to tell the whole story - my complaints as well as any facts that may make my case difficult or embarrassing, understanding that DEAF Inc. and the Advocacy Specialist can only help me if they know the whole situation.

\_\_\_ I agree to be pleasant, cooperative and reasonable with all employees of DEAF Inc., and that if I do not continue to consent or follow the above statements, DEAF Inc. will not continue to help me.

\_\_\_ I agree to schedule my appointments with the Advocacy Department in advance. In order to discuss my issues with the Advocate Specialist assigned to me on my case, DEAF Inc. may need to prepare and have other persons (such as interpreters) available to assist. If I show up unannounced, the Advocacy Department will probably not meet with me at that time, but will schedule an appointment for a future time and date that is convenient for everyone involved.

\_\_\_ I agree to be on time to my appointment, and to arrive about 10 minutes before my scheduled appointment in case there is any paperwork or other matters I need to take care of prior to the meeting. Also, I understand that other people may be relying upon me being here, If I am late or do not show up, I maybe taking away valuable time from someone else. If I think I may be late, I agree to contact DEAF Inc. immediately to re-schedule or cancel my appointment.

\_\_\_ I understand that DEAF Inc. is not giving me legal advice, representing me, or making legal decisions for me. While DEAF Inc. may have a lawyer involved in the process of assessing or resolving my issue, suggesting possible options, or even making contact with other persons about my issue, I understand that the lawyer will not be representing me, but will instead be representing DEAF Inc. in its goal of helping me and others like me.

\_\_\_ I understand that it is up to me to make sure that I am informed enough to make decisions. While DEAF Inc. may provide me with options and information, no employees of

DEAF Inc. are giving me legal advice about which actions to take. Rather, it is up to me to talk to another lawyer if I think I need legal advice, need more information, or want to have a lawyer represent me about my issue.

\_\_\_\_ I am responsible for my own papers and files and will keep my own original documents. I understand that in order to help me, DEAF Inc. may keep copies of documents related to my case. I understand that I do not own any of these files or any other materials that DEAF Inc employees may keep in their filed. DEAF Inc. may therefore keep or destroy any filed relating to me at their own discretion.

\_\_\_\_ I have read and understood DEAF Inc.'s Privacy Policy. I agree to respect the privacy of others by not communicating to anyone the affairs of others which I may observe while at DEAF Inc. offices, such as other people receiving assistance from the Advocacy Department or receiving interpreting services.

\_\_\_\_ (optional) I agree to give feedback at the end of my case. I understand that DEAF Inc is committed to help people like me, and needs my feedback to improve. I understand that I may also (but do not have to) share my stories with other members of the deaf/hard of hearing community so that DEAF Inc. might encourage others to overcome their own barriers in the "real world".

***By signing below, I agree to be part of this process and to follow the procedures stated above.***

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date