1-5-22: HIPAA Fact: All field employees will make every reasonable attempt to keep caretaker notes confidential and keep the book in a safe place such as a drawer when their shift is over. Any notes brought into the office will be kept confidential and in a secure area (locked glove compartment or trunk) until delivered to the office. If you want to opt out of text message, please call the office at 570-385-2818.