

Private Practice Social Media Policy

This document outlines my office policies related to use of Social Media. Please read it to understand how I conduct myself on the Internet as a mental health professional and how you can expect me to respond to various interactions that may occur between us electronically. If you have any questions about anything within this document, I encourage you to bring them up when we meet.

As new technology develops and the Internet changes, there may be times when I need to update this policy. If I do so, I will notify you and make sure you have a copy of the updated policy.

EMAIL:

Email is not completely secure or confidential. I will not send emails containing PHI or other sensitive data unless permission is given by the client or they are modified or encrypted by using a HIPAA compliant, secure email account service. Therefore, I discourage client-initiated email around therapeutic content. I prefer using email for scheduling purposes only. If you choose to email for scheduling purposes, please simply write "Scheduling" in the subject line and leave a number with the best times to reach you in the body. Sometimes email can be used for the transmission of handouts and readings. If I wish to send you a handout or resources, I will get your permission first. If you permit, I will simply write "Handout(s)" and/or "Reading(s)" in the subject line. Finally, if you email me about therapy content or "PHI" (Protected Health Information), I will not respond by email and will instead call you and/or bring it up in our next session.

TEXT:

I prefer using text messages for scheduling purposes only. I will only put your initials as a contact in my phone, so you can be assured that no identifying information will be seen by anyone. Please do not text me content related to your therapy sessions or PHI. Likewise, I will not use text for anything related to therapeutic content or PHI. I will send a friendly appointment reminder before our next appointment. I may include general reminders about what to bring or my office location. I find this to be efficient, safe, and helpful, especially in preventing late cancellations and fees. I will get your permission before texting in this manner. If you have questions about therapy or billing issues, please call instead.

LOCATION-BASED SERVICES (LBS):

If LBS are used on your mobile phone, be aware of the related privacy issues. My office is not available as a check-in location on most social media sites. However, if you have GPS tracking enabled on your device, it is possible that others may infer that you are a therapy client due to regular check-ins at or around my office. Please be aware of this risk if you are "checking in" or allowing yourself to be tracked through LBS apps on your phone.

CONNECTING ON SOCIAL MEDIA:

I do not accept connection requests from current or former clients on any social networking site (Facebook, LinkedIn, etc). Doing so can compromise your confidentiality and our respective privacy. It may also blur the boundaries of our therapeutic relationship and the therapy work (past, present, or future).

I am happy to talk with you about any of these policies in more detail in person or by phone