

## Electronic Communication Policy

*In order to maintain clarity regarding the use of electronic modes of communication during your treatment, I have prepared the following policy. Please familiarize yourself with it as early as possible in your treatment, and please feel free to ask any questions that you might have regarding this policy at any point during treatment.*

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Because the use of various types of electronic communications is common in our society, many individuals believe this is the preferred method of communication with others, whether their relationships are social or professional. **Many of these common modes of communication, however, put your privacy at risk and can be inconsistent with the law and with the standards of my profession.** Consequently, this policy has been prepared to assure the security and confidentiality of your treatment and to assure that it is consistent with ethics and the law.

### I. Email Communications

I use email communication and text messaging only with your permission and only for administrative purposes unless we have made another agreement. Therefore, email exchanges and text messages with my office should be limited to issues such as scheduling/changing appointments, billing matters, and other related issues. **Please do not email me about clinical matters because email is not a secure way to contact me nor does it ensure your medical privacy.** If you need to discuss a clinical matter with me, please feel free to call me so we can discuss it on the phone or wait so we can discuss it during your therapy session. The telephone or face-to-face context simply is much more secure as a mode of communication.

### II. Text Messaging

Because text messaging is a very unsecure and impersonal mode of communication, **I do not text message nor do I respond to text messages from anyone in treatment with me.** Please do not text message me unless we have made other arrangements.

### III. Social Media

As the therapeutic relationship is a professional one, and not a social one, **I do not communicate with, connect with or contact any of my clients through social media platforms such as Twitter, Facebook, Instagram, or any of the others.**

In addition, if I discover that I have accidentally established an online relationship with you, I will cancel that relationship. This is because these types of casual social contacts can create significant security risks for you and can damage the therapeutic relationship.

I participate on various social networks, but not in my professional capacity. If you have an online presence, there is a possibility that you may encounter me by accident. If that occurs, please discuss it with me during our time together. **In addition, please do not try to contact me in this way. I will not respond and will terminate any online contact no matter how accidental.**

#### **IV. Websites**

I have a professional website that you are free to access. I use it for professional reasons to include marketing, to provide information to others about my practice, as well as psychological information and resources. You are welcome to access and review the information that I have on my website and, if you have questions about it, we should discuss this during your therapy sessions.

#### **V. Web Searches**

I will not use web searches to gather information about you without your permission. I believe that this violates your privacy rights; however, I understand that you might choose to gather information about me in this way. In this day and age there is an incredible amount of information available about individuals on the internet, much of which may actually be known to that person and some of which may be inaccurate or unknown. If you encounter any information about me through web searches, or in any other fashion for that matter, please discuss this with me during our time together so that we can deal with it and its potential impact on your treatment.

Recently it has become fashionable for clients to review their health care provider on various websites. Unfortunately, mental health professionals cannot respond to such comments and related errors because of confidentiality restrictions. If you encounter such reviews of me or any professional with whom you are working, please share it with me so we can discuss it and its potential impact on your therapy. Please do not rate my work with you while we are in treatment together on any of these websites. This is because it has a significant potential to damage our ability to work together.