

### **Consent for Texting or Emailing**

HIPAA regulations and my professional Code of Ethics both require that I keep your Protected Health Information (PHI) private and secure. Email and text are very convenient ways to handle administrative issues like scheduling and receipt requests, but it is not 100% secure. Some of the potential risks you might encounter if we email or text include:

- Incorrect delivery of email or text to a mistyped address or phone number.
- Email accounts can be "hacked," giving 3rd party access to email content addresses.
- Email providers (e.g., Gmail, Comcast, Yahoo, etc.) keep a copy of each email on their servers, where it might be accessible to employees, etc. For these reasons, I WILL NOT use email or text to discuss clinical issues (i.e., the important and highly confidential things we talk about in session).
- If you are comfortable doing so, I am happy to use email to handle small administrative matters like scheduling and billing. If you are not comfortable with these risks, we can handle administrative issues via phone calls.

### **Please indicate your preference by circling A or B.**

A. I do consent to use of email/text for administrative matters.

B. I do not consent to use of email/text for administrative matters. If consent has been given it may be revoked with the client's written instructions.

Date \_\_\_\_\_

Client Name \_\_\_\_\_

Email Address: \_\_\_\_\_

Mobile Number: \_\_\_\_\_

Client Signature \_\_\_\_\_