

Internet and Social Media Policy for Private Practice

In an effort to foster and safeguard confidentiality and professional boundaries within my private practice and professional relationship with clientele, it is my responsibility to convey my policies regarding the use of social media, email, voicemail and texting.

Emailing, Texting, and Voicemail

The confidentiality of any communications that take place electronically cannot be guaranteed. Therefore, if you choose to communicate with me via these means, I will need you to sign an additional informed consent before I am able to respond to any emails or texts I receive from you. Please let me know during your intake if you wish to opt into these forms of communication, as electronic communications carry a risk of breach of confidentiality because privacy cannot be guaranteed. Additionally, if you have already opted in to electronic communications, please know that if I am in a session I will not be able to respond until I am out of session. However, I will respond in a timely manner as soon as I am able and always secure any emails I may send in response.

Further, please know that any electronic communications can become part of your legal record and will be documented as such in the event a legal issue arises. Therefore, please keep any emails, voicemail or texts confined to issues related to rescheduling of your appointments. Please also note that I prefer phone calls for scheduling and rescheduling appointments.

Social Media Friending

I do not accept friend requests from current clients on social media; however, after our professional relationship has concluded I may on a case-by-case basis allow for this type of contact. In those rare situations, it would only be allowed after 2 to 5 years post therapy depending on how long you were in treatment with me.

Telemental Health Policy

Cardinal Counseling, LLC's telemental health policy has been provided on a separate document.

In the event I need to update this policy, I will notify you and provide you with a copy of the updated policy accordingly.

I, _____, do hereby acknowledge that I have been given a copy of Cardinal Counseling, LLC's Internet and Social Media Policy and that I have been given an opportunity to ask questions about these policies and given choices regarding these matters.

Signature of Client or Client's Guardian if Minor

Date

