

Psychological Health, Wellness, & Development, Inc.



Confidentiality Form:

E-MAILS, CELL PHONES/TEXTS, COMPUTERS, AND FAXES:

It is very important to be aware that computers and email communication can be relatively easily accessed by unauthorized people and hence can compromise the privacy and confidentiality of such communication. Faxes can easily be sent erroneously to the wrong address. Emails, in particular, are vulnerable to unauthorized access due to the fact that Internet servers have unlimited and direct access to all emails that go through them. It is important that you be aware that emails, faxes, and important texts are part of the medical records. Additionally, my emails are not encrypted. my computer is equipped with a firewall, a virus protection, and a password and I also back up all confidential information from my computer on a regular basis. Please notify me if you decide to avoid or limit in any way the use of any or all communication devices, such as email, cell phone, or faxes. If you communicate confidential or private information via email or text, I will assume that you have made an informed decision, will view it as your agreement to take the risk that such communication may be intercepted, and will honor your desire to communicate on such matters via email. Please do not use email or faxes for emergencies. If you choose to provide detailed clinical information via email or text, please note that I will only respond with minimal information or I will recommend we talk over the phone or have a session so as to protect your confidentiality.

Printed Name of Client: _____

Signature of Client: _____ Date: _____

Signature of Guardian: _____ Date: _____

Relationship to Client: _____

Therapist Signature: _____ Date: _____

Copy provided: Yes _____ No _____ Date: _____