

Email Communication Consent Form

Dr. Kimberly Sanders and Dr. Frank LaRosa are available for brief communications by email and are not typically readily available by telephone. Please review this form to consent to email communication with the doctors at ArthroWell Naturopathic, LLC.

Transmitting confidential patient information by email has a number of risks, both general and specific, that patients should consider before using email.

General Email Risks:

- Email can be immediately broadcast worldwide and be received by many intended and unintended recipients.
- Recipients can forward email messages to other recipients without the original sender's permission or knowledge.
- Users can easily misaddress an email.
- Email is easier to falsify than handwritten or signed documents.
- Backup copies of email may exist even after the sender or the recipient has deleted his or her copy.

Specific Patient Email Risks:

- Employees do not have an exception of privacy in email that they send or receive at their place of employment. Thus, patients who send or receive email from their place of employment risk having their employer read their email.

Conditions for the Use of Email: It is the policy of ArthroWell Naturopathic, LLC to make all messages sent or received that concern the diagnosis or treatment of a patient part of that patient's medical records and will treat such email messages with the same degree of confidentiality as afforded other portions of the medical record. We will use reasonable means to protect the security and confidentiality of email information. Because of the risks outlined above, ArthroWell Naturopathic, LLC cannot, however, guarantee the security and confidentiality of email communication. Patients must consent to the use of email for confidential medical information after having been informed of the above risks.

Consent to the use of email includes agreement to the following conditions:

- As a part of the medical record, the physicians and others, such as other health care providers and insurers, will have access to email messages contained in medical records.
- ArthroWell Naturopathic, LLC may forward email messages within the facility as necessary for reimbursement. We will not, however, forward the email outside the facility without the consent of the patient or as required by law.
- Email communication cannot be guaranteed to be entirely secure, private or confidential. We will take reasonable measures to protect the confidentiality of patient email, but ArthroWell Naturopathic, LLC is not liable for improper disclosure of confidential information not caused by ArthroWell Naturopathic, LLC's gross negligence or wanton misconduct.

- Emails may be printed.
- Because employees do not have a right of privacy in their employer's email system, patients should not use their employers' email systems to transmit or receive confidential medical information.
- ArthroWell Naturopathic, LLC is not liable for breaches of confidentiality caused by the patient.
- Any further use of email by the patient that discusses diagnosis or treatment by the patient constitutes informed consent to the foregoing.
- The patient may withdraw consent to the use of email at any time by email or written communication to ArthroWell Naturopathic, LLC
- Any liability of harm for any information loss due to technical failures is waived by ArthroWell Naturopathic, LLC.

ArthroWell Naturopathic, LLC agrees:

- To have security systems in place (e.g. password-protected screen savers on all desktop workstations in every location where email can be viewed).
- To not forward patients' emails to any third party without express written permission from said patients.
- That any patient identifiable information, social security numbers or birthdates will only be sent via email encryption if the communication is wireless.

I understand and agree to the above conditions

Signature _____

Parent/Guardian Signature (if patient under 18 years of age)

Date _____