



UNFOLD PSYCHOLOGY: A HEAFEY PRACTICE, P.C.

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## **WAIVER FOR UNENCRYPTED EMAILS/TEXTS**

Unfold Psychology: A Heafey Practice, P.C. respects the privacy of our patients. Safeguarding medical information is among our highest priorities. To this end, Unfold Psychology maintains a robust electronic medical records (EMR) and secure messaging system. However, we understand you have requested email and text messaging communication.

IF YOU ARE EXPERIENCING AN EMERGENCY, YOU SHOULD NEVER RELY ON EMAIL OR TEXT MESSAGE COMMUNICATIONS AND SHOULD SEEK IMMEDIATE MEDICAL ATTENTION.

Unencrypted email and text messaging are not completely secure means of communication. Information may be stored on an individual's personal phone or in cloud storage and there is a risk of loss or unauthorized access. These are reasons Unfold Psychology recommends communicating with your health care provider through secure channels. Patients who wish to communicate with their health care providers by email or text message should consider the following issues:

**When we send you an email using standard email (such as Gmail, Microsoft, or Yahoo) or text message using phone text messaging apps (such as those included on Android and Apple devices), or you send us an email or text message, the information that is sent is not encrypted. This means a third party may be able to access the information and read it.**

1. Email and text messages can be forwarded, misaddressed, intercepted, printed and stored.
2. Email and text messages are not always appropriate for emergencies or time sensitive issues.
3. Email and text messages can be used to introduce viruses into computer systems.
4. Email and text message information may be kept on computers/electronic devices even after the sender or the recipient believes they deleted his or her copy.
5. Highly sensitive or personal information should only be communicated by email or text message at the patient's discretion (for example regarding sexually transmitted diseases, AIDS/HIV, mental health, developmental disability, or substance abuse).
6. Your employer probably has the ability to access any email received or sent by you from your work

email or work computer.

7. Unfold Psychology's EMR is set up to document clinical communications. Whereas, it is in the provider's discretion to document emails and text messages.

By signing below, I agree to hold Unfold Psychology harmless for unauthorized use, disclosure, or access of my protected health information sent to the email addresses or phone numbers provided and subject to the following:

- a) This service is being offered to me at my request and I am not required to sign this authorization. Unfold Psychology does not condition treatment, payment, benefit eligibility, or enrollment on the signing of this form. I can request a copy of this authorization be mailed to me.
- b) I accept the risk that unencrypted emails and text messages could be read by a third party.
- c) I agree to protect my password or other means of access to email or text messaging.
- d) Unfold Psychology may retain copies of email and text messages, and these may, at the provider's discretion, become part of my medical record.
- e) I may revoke or withdraw this permission at any time. To do so, I must mail a written notice to Unfold Psychology. Revocation will not apply to information already released as a result of this form.

**I have read and understand the above information and specifically authorize unencrypted email and text messaging communication with Unfold Psychology which may include my protected health information.**

**REGARDING MINOR CLIENTS AND WARDS: AS A PARENT OR GUARDIAN OF A MINOR OR WARD, MY SIGNATURE IS AN ACKNOWLEDGMENT AND AGREEMENT OF THE TERMS IN THIS DOCUMENT.**

**BY COMPLETING THE ONPATIENT ACKNOWLEDGEMENT AND PROVIDING MY SIGNATURE I AM AGREEING THAT I HAVE READ, UNDERSTOOD AND AGREE TO THE ITEMS CONTAINED IN THIS DOCUMENT.**