

# Minerva Center for Psychology PLLC

## CONSENT TO EMAIL COMMUNICATION

Client name: \_\_\_\_\_

Email address: \_\_\_\_\_

(For purposes of email communication with Minerva Center for Psychology PLLC (“Company”))

\*Leave email address blank if you do not authorize communication via email

Company will not provide you with any clinical, treatment, or diagnostic information via email. Nevertheless, certain information may be transmitted via email that falls within the definition of Protected Health Information (PHI), as that term is defined in the Health Insurance Portability and Accountability Act (HIPAA). Examples of this may include your name or your address.

Company does not communicate via an encrypted email platform. There are risks associated with communication via email, which include, but are not limited to:

- Email accounts can be accessed by third-parties without the user’s knowledge, authorization or consent;
- Databases in which email passwords are stored can be accessed by third-parties, without the user’s knowledge, authorization or consent;
- A user can inadvertently copy or forward an email to a party to whom the user did not intend to send the email, without the ability to retract the email;
- Emails can be intercepted by unauthorized third-parties and published by those third-parties without the user’s knowledge, authorization or consent, and without the ability to retract the email;
- Emails can be archived within an email database even after the email is deleted;
- Emails can be falsified or the signature block on an email can be misappropriated without the original user’s knowledge or consent, making it appear as though someone sent you an email that the person did not send;
- Attachments contained within emails can contain viruses that are harmful to a user’s computer if opened; or
- Employers may have a right to access and read emails.

Based on the inherent risk of communication via email, as well as the unpredictability and inability to control third-parties who may attempt to gain access to emails or passwords in an unauthorized manner, Company has not, cannot, and will not guarantee the security and confidentiality of email communications. As such, Company will not be liable for improper disclosure of any information that is contained in email communication, which disclosure is not caused by Company’s intentional misconduct.

After reviewing the risks of email communication, you here authorize:

(Please initial next to selected method):

\_\_\_\_\_ I consent to email communication

\_\_\_\_\_ None; I do not consent to email communication

If you authorize a method of email communication, you acknowledge and agree to the following:

- Company will read and respond to email communication within a reasonable period of time. Company does not guarantee that it will respond to email in any certain or specific period of time.
- Email communication is not to be used for emergencies or time-sensitive matters. If you believe that there is an emergency or a time-sensitive matter, you should call 9-1-1.
- Information that is sent over email may contain PHI.
- Emails may be included in your medical record.
- Emails may be provided internally to other Company staff as necessary for diagnosis, treatment, payment, and other business purposes.
- Company and its representatives are not liable for breaches of confidentiality caused by any third party or yourself.
- You may, at any time, revoke your consent for email communications.
- Unless revoked in writing, this authorization will expire upon the date on which care is terminated with Company.