

# Electronic Communication Policy

The purpose of this policy is to clarify the use, limitations, and risks of electronic communication during your treatment with Molli M. Wilson PhD. Many forms of electronic communication can put your privacy at risk. My goal is to communicate with you in ways that safeguard therapeutic boundaries, assure the security and confidentiality of your treatment, and are compliant with ethics and laws. Please read this policy carefully, and if you have any questions, please discuss them with me.

## Email and Text Communications

Molli M. Wilson PhD does offer email and/or text communication, she will do so only with your permission, and only for administrative purposes. Therefore, email exchanges and text messages with Molli Wilson PhD will be limited to things like setting and changing appointment times, notifying your clinician if you are running late to a session, and simple billing matters.

Due to limitations in security, please do not email or text Molli Wilson PhD about clinical matters. All emails are stored in the logs of Internet service providers and/or employers. While it is unlikely that these logs will ever be reviewed, they are nevertheless available to be read by system administrator(s). If you choose to communicate with Molli Wilson, PhD via email, please be aware that any emails received from you, and any responses sent to you, become part of your clinical record.

If you need to discuss a clinical matter with me, please call me directly, or wait to discuss it in your next session. The telephone and face-to-face context are the most secure modes of communication.

## Website and Blog

Molli Wilson PhD has a professional website that is available to provide information about her services, as well as to educate and provide resources (MolliWilsonPhD.com). If you have questions or feedback about any of the information we share on the website or blog, please discuss them during your appointment time with your me.

## Social Media

Any social media accounts created and maintained by Molli Wilson PhD (such as a Facebook page, Twitter, or YouTube account) are for sharing practice updates, and educational videos and other resources. Clients may choose to follow or not follow the postings of these social media sites.

### **Molli M Wilson PhD does not have any social media accounts for client use.**

Molli Wilson may participate *personally* on various social networks like Facebook, Twitter, YouTube, Instagram, and LinkedIn. However, she does not engage with any current or previous clients through these social media platforms as casual social contact could create significant security risks for clients and have the potential to compromise the professional relationship. Other standards include:

- Clinicians do not accept friend requests from current or previous clients on social networking sites.
- If your clinician discovers that she has accidentally established an online relationship with you, she will cancel that media relationship.
- If you have an online presence, there is a possibility that you may encounter an online presence by accident. If that occurs, please feel free to discuss it with your clinician during your time together.
- If you contact your clinician on social networking sites, your clinician will not respond.
- Your clinician will not “follow” or review their clients’ personal online social networking activities. However, if there are aspects of your online life that you wish to share with your therapist, please bring those to session with you where they can be discussed together.

### Web Searches and Online Reviews

Molli Wilson PhD will not use web searches to gather information about you without your permission as we believe this violates your privacy rights. However, we understand that you might choose to gather information about your therapist in this way. There is a lot of information available about individuals on the internet, much of which may actually be known to that person and some of which may be inaccurate or unknown. If you encounter any information about Molli Wilson PhD through web searches, please feel free to discuss this with her during your session.

Recently it has become popular for clients to review their health care providers on various websites. Unfortunately, mental health professionals are not allowed to respond to such comments, or correct any errors, because of confidentiality restrictions. If you encounter such reviews of your therapist, please feel free to share them with me so that I can address any concerns. In order to protect your confidentiality, I suggest you do not "rate" my work online, but discuss both positive experiences and concerns directly with me.

### Emergency Assistance

Please do not contact me via chat or messaging on sites such as Facebook, LinkedIn, Twitter, etc. Not only are these forms of communication not secure, your message might not be received in a timely fashion or may not be received at all. Should you need help or require contact between sessions, please contact your clinician via telephone (206-579-8968). If you have an emergency, please call 911 or go to your nearest emergency room and ask for the psychiatrist on call.

### Acknowledgment of Receipt and Permissions

I understand that I may change or revoke any or all of my permissions at any time in the future, simply by discussing it with my clinician and signing a new Electronic Communication Policy. I have read and understand the Electronic Communication Policy. I agree to the statements herein. This document was discussed with me and any questions I had were answered fully.

\_\_\_\_\_ I agree \_\_\_\_\_ do not agree to use texting as a way to communicate with my clinician for administrative purposes **only**.

\_\_\_\_\_ I agree \_\_\_\_\_ do not agree to use email as a way to communicate with my clinician for administrative purposes **only**.

\_\_\_\_\_  
Molli M. Wilson PhD                      Date

\_\_\_\_\_  
Printed Name of Patient / Personal Representative

\_\_\_\_\_  
Client Signature                      Date

\_\_\_\_\_  
Parent/Guardian Signature                      Date

\_\_\_\_\_  
Clinician Signature                      Date