

SOCIAL MEDIA POLICY for Clients

This document outlines my office policies related to use of Social Media. Please read it to understand how I conduct myself on the Internet as a mental health professional and how you can expect me to respond to various interactions that may occur between us on the Internet. If you have any questions about anything within this document, I encourage you to bring them up when we meet. As new technology develops and the Internet changes, there may be times when I need to update this policy. If I do so, I will notify you in writing of any policy changes and make sure you have a copy of the updated policy.

FRIENDING/CONNECTING

I do accept friend or contact requests from current or former clients on my *professional* social networking sites (LinkedIn, Instagram) however I do not add or follow clients back as friends or contacts. I do not accept friend or contact requests from current or former clients on any of my personal social networking sites. It is worth considering that adding clients as friends or contacts on these sites can compromise your confidentiality and our respective privacy. It may also blur the boundaries of our therapeutic relationship. If you have questions about this, please bring them up when we meet and we can talk more about it.

FOLLOWING

I keep an Instagram Page for my professional practice to allow people to share my blog posts, psychoeducation, and practice updates with other Instagram users. All of the information shared on this page is available on my website. You are welcome to view my Instagram Page and read or share articles posted there, but I do not follow back clients. I believe following clients on Instagram creates a greater likelihood of compromised client confidentiality and I feel it is best to be explicit to all who may view my Instagram to know that they will not find client names on my follow list, consider this when choosing whether to follow.

INTERACTING

Please do not use SMS (mobile phone text messaging) or messaging on Social Networking sites such as Instagram or LinkedIn to contact me. These sites are not secure, and I may not read these messages in a timely fashion. Do not use Wall postings, @replies, or other means of engaging with me in public online if we have an already established client/therapist relationship. Engaging with me this way could compromise your confidentiality. It may also create the possibility that these exchanges become a part of your legal medical record and will need to be documented and archived in your chart. If you need to contact me between sessions, the best way to do so is by phone. Direct email at j.vergaray@tranquilmentetherapy.com is second best for quick, administrative issues such as changing appointment times. See the email section below for more information regarding email interactions.

EMAIL

I prefer using email only to arrange or modify appointments. Please do not email me content related to your therapy sessions, as email is not completely secure or confidential. If you choose to communicate with me by email, be aware that all emails are retained in the logs of your and my Internet service providers. While it is unlikely that someone will be looking at these logs, they are, in theory, available to be read by the system administrator(s) of the Internet service provider. You should also know that any emails I receive from you and any responses that I send to you become a part of your legal record.

CONCLUSION

If you have questions or concerns about any of these policies and procedures or regarding our potential interactions on the Internet, do bring them to my attention so that we can discuss them.

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Signature/Date

