

MUSHKEGOWUK HEALTH: CONSENT TO USE EMAIL COMMUNICATIONS

Mushkegowuk Health has offered to communicate using the following means of electronic communication:

Email: Yes No

Please review the risks, conditions of use, and instructions for use of email documented below.

RISKS OF USING EMAIL

Mushkegowuk Health will use reasonable means to protect the security and confidentiality of all information sent and received through email. However, due to the risks outlined below, the privacy and security of email communication cannot be guaranteed:

- Disclosing sensitive information through email can increase the risk of that information being disclosed to third parties.
- Employers and online services may have a legal right to inspect and keep electronic communications that pass through their system.
- Email is easier to falsify than handwritten or signed hard copies. It is not feasible to verify the true identity of the sender, or to ensure that only the recipient can read the message once it has been sent.
- Email communications can introduce viruses and malware into a computer system that may damage or disrupt the computer, networks and security settings.
- Email can be forwarded, intercepted, circulated, stored or even changed without the knowledge or permission of Mushkegowuk Health or the patient.
- Email senders can easily misaddress an email, resulting in it being sent to unintended and unknown recipients.
- Email may be permanent. Even after the sender and recipient have deleted copies of electronic communications, backup copies may exist on a computer system or in cyberspace.
- Email may be disclosed in accordance with a duty to report or as evidence in court.

CONDITIONS OF USING EMAIL

- Mushkegowuk Health will endeavour to promptly read and respond to your email; however, we cannot guarantee that any email will be read and responded to within a particular period of time. Accordingly, you should not use email for medical emergencies or other time-sensitive matters.

- Mushkegowuk Health may forward your emails to others involved in your medical care. We will not, however, forward your emails to any third parties, including family members, without your prior written consent, except as authorized or required by law.
- Email communication is not an appropriate substitute for in-person or over-the-telephone communication or clinical examinations. You are responsible for following up on emails and for scheduling appointments, when warranted.
- Mushkegowuk Health is not responsible for information loss due to technical failure.

INSTRUCTIONS FOR USING EMAIL

To communicate using email, you must:

- Reasonably limit or avoid using an employer's or other third party's computer.
- Inform Mushkegowuk Health of any changes to your email address.
- Respond to emails that require a response.
- Take precautions to preserve the confidentiality of email communications, such as using password protection on your computer.
- Withdraw consent through written communications to Mushkegowuk Health.
- If you require immediate assistance or your condition appears serious or rapidly worsens, you should not rely on email.

CLIENT ACKNOWLEDGEMENT AND AGREEMENT

I acknowledge that I have read and fully understand the risks, limitations, conditions of use, and instructions for use of email communication with Mushkegowuk Health outlined in this consent form. I consent to the conditions outlined herein, as well as any other conditions that Mushkegowuk Health may impose on communications with clients using email.

I agree to communicate with Mushkegowuk Health using email with a full understanding of the risks. I acknowledge that either I or Mushkegowuk Health may, at any time, withdraw the option of communicating through email. Any questions I had have been answered.

Client Name: _____

Client Email: _____

Client Signature: _____

Date: _____

Witness Signature: _____

Date: _____