



Kimberly Le, MA, LPC, LCDC
www.kimletherapy.com

Email and Texting Consent

HIPAA regulations and my professional Code of Ethics both require that I keep your Protected Health Information (PHI) private and secure. Emails and texts are very convenient ways to handle administrative issues like scheduling or receipt requests, but email and texts are not 100% secure. Some of the potential risks you might encounter if we email or text include:

- Misdelivery of email/text to an incorrectly typed address.
- Email/text accounts can be “hacked,” giving 3rd party access to email/text content and addresses.
- Email/text providers (e.g., Gmail, Comcast, Yahoo, etc.) keep a copy of each email/text on their servers, where it might be accessible to employees, etc.

For these reasons, I will not use email/text to discuss clinical issues (i.e., the important things we talk about in session).

If **you are** comfortable doing so, I am happy to use email/text (text for appointment reminders only) to handle small administrative matters like scheduling and billing.

If **you are not** comfortable with these risks, we can handle administrative issues via phone calls.

Please indicate your preference about email/text below and sign.

_____ I do consent to use of email and/or text for administrative matters.
Initials

_____ I do not consent to use of email and/or text for administrative matters.
Initials

If given, consent will expire 2 years after our last appointment. Please remember appointment reminders will be sent only via emails or texts. I will respond to you very briefly via email but never via text.

Client's Name

Date

Parent or Legal Guardian Signature

Date