



AUTHORIZATION TO UTILIZE UNENCRYPTED EMAIL/ TEXT MESSAGING TO COMMUNICATE PROTECTED HEALTH INFORMATION

1. RISKS OF USING E-MAIL AND TEXT MESSAGING

Revitalife offers patients the opportunity to communicate by electronic mail (e-mail) and text (SMS) messaging. E-mail and text (SMS) messaging has a number of possible risks that you should consider before using it or authorizing Revitalife to communicate with you in these manners. We want to make sure you know that unencrypted email and text communications are not secure communications. By signing this document you are authorizing Revitalife to communicate with you via email and text (SMS) messaging with the understanding that there is no way to secure that information, including information regarding your medical care. Some of the possible risks of using email or text messaging include, but are not limited to, the following:

- a. E-mail information or text messages can be sent on to other people, stored on a computer, or printed out on paper for storage.
- b. E-mail or text messages can be sent out and received by many recipients, some or all of whom may be sent the e-mail accidentally.
- c. E-mail or text message senders can easily misaddress their message.
- d. E-mail or text message information is easier to change than handwritten or signed documents.
- e. E-mail or text message information may be kept on computers/electronic devices even after the sender or the recipient believes they deleted his or her copy.
- f. Employers and on-line services have a right to archive (store) and look at e-mails/text messages transmitted through their systems. Some, but not all, employers store e-mail/text messages indefinitely.
- g. E-mail/text messages can occasionally be intercepted, changed, forwarded, or used without authorization or detection.
- h. E-mail or text messages can be used to introduce viruses into computer systems.
- i. E-mail or text messages can be used as evidence in court.

2. CONDITIONS FOR THE USE OF E-MAIL AND TEXT MESSAGING

Because of the risks outlined above, Revitalife cannot guarantee the security and confidentiality (privacy) of e-mail/text messaging communication, and will not be liable for improper use and/or disclosure of confidential information (including Protected Health Information that is the subject of the federal Health Insurance Portability and Accountability Act of 1996). Thus, you must consent to the use of e-mail/text messaging for patient information. Consent to the use of e-mail/text messaging includes agreement with the following conditions:

- a. E-mails/text messages to or from you may be printed out and/or made part of your medical record. Because they may be a part of the medical record, other individuals who are authorized to view the medical record, such as staff and billing personnel, will also have access to those messages.
- b. Revitalife may forward e-mails/text messages internally to other staff or agents of Revitalife as necessary for diagnosis, treatment, reimbursement, and other operations. Revitalife may possibly forward e-mail/text messages to other health care providers participating in your care.
- c. Although Revitalife will try to read and respond to an e-mail in an appropriate time frame, Revitalife cannot guarantee that any particular e-mail will be read and responded to within any particular period of time and it may take up to a week or longer to respond. Thus, you should never use e-mail for medical emergencies or other matters that have to be handled quickly.
- d. Text messages may be used by Revitalife for appointment reminders or to share more generic information. When text messages are sent by you there should not be an expectation of a response from the Revitalife.
- e. If your e-mail requires or invites a response from Revitalife and you have not received a response within a reasonable time period, it is your responsibility to call the practice in order to determine whether the intended recipient received the e-mail and when the recipient will respond. As an alternative, you can discuss the issue by telephone.

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- f. You should not use e-mail or text messages to discuss any subjects that you feel should be kept confidential, such as sensitive medical information regarding sexually transmitted diseases, AIDS/HIV, mental health, developmental disability, or substance abuse.
- g. Where applicable, there may be a provider charge for the time necessary to respond to the e-mail.
- h. You are responsible for protecting your password or other means of access to e-mail or text messaging. Revitalife is not liable for information that is read by other people through errors caused by you or any third party.
- i. If through e-mail or text message communication, it is determined that an office or hospital visit is necessary to address the problem, or if you want to have such a visit, it is your responsibility to schedule the appointment.

3. PATIENT ACKNOWLEDGMENT AND AGREEMENT

I acknowledge that I have read and fully understand the information Revitalife has provided me regarding the risks and conditions of using e-mail or text messaging. I understand the risks associated with the communication of e-mail or text messages between Revitalife and me, and consent to the conditions outlined. In addition, I agree to the above instructions, as well as any other instructions that Revitalife may impose regarding e-mail or text message communications.

Accordingly, I hereby consent and state my preference to have my provider and other staff at Revitalife communicate with me by email or standard text (SMS) messaging regarding various aspects of my medical care, which may include, but shall not be limited to, test results, prescriptions, appointments, and billing.

I understand that email and standard text (SMS) messaging are not confidential methods of communication and may be insecure. I further understand that, because of this, there is a risk that email and standard text (SMS) messaging regarding my medical care might be intercepted and read by a third-party.

This authorization may be revoked at any time and must be done in writing. It is understood that the revocation will not apply to information that has already been released based on this authorization.

If you agree to the foregoing terms, please indicate your acceptance by your signature that you accept the terms and conditions outlined herein.

E-mail address: _____

Cell phone number for texting: _____

Signature: _____ Date: _____

Printed Name: _____