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Email Communication Agreement

I understand that Dr. Stone will use reasonable means to protect the security and confidentiality of email sent and received. However, there are known and unknown risks that may affect the privacy of personal health care information when using email to communicate. These risks include, but are not limited to:

- Email can be forwarded, printed, and stored in numerous paper and electronic forms and be received by unintended recipients without my knowledge or agreement.
- Email may be sent to the wrong address by any sender or receiver.
- Email is easier to forge than handwritten or signed papers.
- Copies of email may exist even after the sender or the receiver has deleted his or her copy.
- Email service providers have a right to archive and inspect emails sent through their systems.
- Email can be intercepted, altered, forwarded, or used without detection or authorization.
- Email can spread computer viruses.
- Email delivery is not guaranteed.

I agree not to use email for emergencies or to send time sensitive information. I understand that it is my responsibility to follow up with Dr. Stone if I have not received a response to my email within a reasonable time period.

I give permission for Dr. Stone to send email messages or reports that include patient health care information. I have read and understand the risks of using email as stated above.

Signature and printed name of patient (age 13 or over)

date

Signature and printed name of parent or guardian

date