

# ARBOR COUNSELING CENTER SOCIAL MEDIA POLICY

**Arbor Counseling Center protects your privacy in accordance with the ethical standards of our profession and HIPAA compliancy laws. We ask that you read and agree to our following Social Media Policy.**

1. Arbor Counseling Center clinicians are not allowed to engage in any social media communications with clients. This potentially compromises a client's right to privacy. Such sites may include Facebook, Instagram, Linked In, Twitter, etc.
2. Information that is emailed may become a matter of clinical record. We will do everything within our means to protect such information, however we cannot guarantee it. We ask that emails remain limited to basic communication and not include personally sensitive information.
3. Texting back and forth between you and your therapist should remain limited to appointment time related information. This may include appointment reminders, changes, or confirmations.
4. An emergency may prompt you to call your therapist through our telephone system. If your therapist is unable to respond, we will attempt to reach you through our on call therapist. Texting, utilizing a therapist cell phone, or emailing is not an appropriate method to address a life threatening emergency. Clients who are in a life threatening emergency should call 911.

I have read and understand the above stated policy.

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Client

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Date