



Electronic Mail Consent

Email offers an easy and convenient way for patients and doctors to communicate, but email is not the same as calling our office nor should it be intended to replace an office visit as there is no guarantee that your message will be received. You cannot tell for certain when your message will be read, or even if your doctor is in the office when a response has been made. Therefore, email communication is not encouraged.

The physician(s) at the Women's Health and Healing Center may send you an email as a follow-up to your appointment using the electronic health record (EHR) encrypted email. However, we do not encourage communication via email for the reasons listed below. If you have multiple questions, we ask that a phone call to the office be placed so we can determine if a consult with Dr. Hamilton is needed.

Below are guidelines for email communication:

- If you use the contact form on the Women's Health and Healing Center website or respond to an email delivered via EHR, it is delivered via a gmail account and is not encrypted and therefore, not secure.
- Email is never, ever, appropriate for urgent or emergency problems! If you have an emergency, please go quickly and directly to the nearest Emergency Department or call 911.
- Emails should not be used to communicate sensitive medical information, such as information regarding sexually transmitted diseases, AIDS/HIV, mental health, developmental disability, or substance abuse.
- Email is not confidential. It is like sending a postcard through the mail. Our staff may read your emails to handle routine, non-clinical matters. You should also know that if sending emails from work, your employer has a legal right to read your email if he or she chooses.
- Email may become a part of the medical record and a copy will be added to your chart.
- The Women's Health and Healing Center or you can revoke permission to use the email system at any time.

By signing this form I am stating that I accept receiving electronic communications from the health professionals at the Women's Health and Healing Center, including newsletters. I have read the above information and understand the limitations of security on information transmitted.

I also understand that if I do not receive a response within two business days to an email I send, I will need to call the Women's Health and Healing Center regarding the issue emailed.

Patient's Signature

Date

Email Address