

Patient Name: \_\_\_\_\_ DOB: \_\_\_\_\_

## **Partners in Allergy & Asthma Care – 813.681.6537**

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### **E-mail Disclaimer**

Partners in Allergy & Asthma Care (PIAAC) will use reasonable means to protect the privacy of your health information sent by e-mail. However, because of the risks outlined below, PIAAC cannot guarantee that e-mail communications will be confidential. Additionally, PIAAC will not be liable in the event that you or anyone else inappropriately uses your e-mail. PIAAC will not be liable for improper disclosure of your health information that is not caused by PIAAC's intentional misconduct.

### **E-mail risks and your responsibility**

At the discretion of the PIAAC, its staff, physicians and agents (PIAAC) and upon your agreement to the terms outlined within this consent form, you may use e-mail to communicate with PIAAC. These e-mails may contain your personal health information. If you decide to use e-mail to communicate with PIAAC, you should be aware of the following risks and/or your responsibilities:

1. As the Internet is not secure or private, unauthorized people may be able to intercept, read and possibly modify e-mail you send or are sent by PIAAC.
2. You must protect your e-mail account, password and computer against access by unauthorized people.
3. Since e-mail can be used to spread viruses, some which cause e-mail messages to be sent to people who you do not intend to send e-mail messages to, you should install and maintain virus protection software on your PC.
4. Since e-mails can be copied, printed and forwarded by people to whom you send e-mails, you should be careful regarding whom you send e-mails.
5. As your employer may claim ownership of, or the right to access, the e-mail account issued to you by your e-mail, you should avoid using an employer issued e-mail account to communicate with PIAAC.

### **Conditions for the use of e-mail**

By consenting to the use of e-mail with PIAAC, you agree that:

1. PIAAC may forward e-mails as appropriate for diagnosis, treatment, reimbursement, and other related reasons. As such, PIAAC staff members, other than the recipient, may have access to e-mails that you send. Such access will only be to such persons who have a right to access your e-mail to provide services to you. Otherwise, PIAAC will not, otherwise, forward e-mails to independent third parties without your prior written consent, except as authorized or required by law.
2. Although PIAAC will try to read and respond promptly to your e-mails, PIAAC staff may not read your e-mail immediately. **Therefore, you should not use e-mail to communicate with PIAAC if there is an emergency or where you require an answer in a short period of time.**

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3. If your e-mail requires or asks for a response, and you have not received a response within a reasonable time period, it is your responsibility to follow up directly with PIAAC.

4. You should carefully consider the risk of using e-mail for the communication of sensitive medical information, such as, but not limited to, information regarding sexually transmitted diseases, AIDS/HIV, mental health, developmental disability, or substance abuse.

5. You should carefully word your e-mail messages so the information provided clearly, yet briefly, describes the information you intend to convey. You should avoid writing long "chatty" e-mails.

6. You are responsible for correcting any unclear or incorrect information.

7. PIAAC reserves the right to save your e-mail and include your e-mail or information contained within your e-mail in your medical record.

8. It is the patient's responsibility to follow up and/or schedule an appointment if warranted or recommended by PIAAC.

**9. E-mails are not the standard method of communication PIAAC will use to communicate with you, and the PIAAC e-mail account is not monitored on a continuous basis. The patient understands that all e-mail messages are not considered urgent, and should not be related to emergent treatment, symptoms, or conditions. Any immediate need for treatment or emergencies must be reported either by telephone, fax, or in person.**

Additionally, PIAAC may decide that it is not in your best interest to continue to communicate with you by e-mail. In such case, PIAAC will notify you that it no longer intends to communicate with you by e-mail.

**Printed Name** \_\_\_\_\_

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**EMAIL**(please print and be specific about upper and lower case, etc.):

\_\_\_\_\_