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## **Email and Texting Consent**

HIPAA regulations and my professional Code of Ethics both require that I keep your Protected Health Information private and secure, and indeed I want to do so. Email is a very convenient way to handle administrative issues like scheduling or receipt requests, but email is not 100% secure. Some of the potential risks you might encounter if we email include:

- Misdelivery of email to an incorrectly typed address
- Email accounts can be 'hacked,' giving a 3<sup>rd</sup> party access to email content and addresses.
- Email providers (ie, Gmail, Yahoo) keep a copy of each email on their servers, where it might be accessible to employees, etc.

For these reasons, I will not use email or text to discuss clinical issues in any of my correspondence to you but it is up to *you* if *you* choose to share clinical information with me via email.

If *you* are comfortable doing so, I am happy to use text and email to handle small administrative matters like scheduling and email for scheduling and billing.

If you are *not* comfortable with these risks, we can handle administrative issues via phone calls.

Please indicate your preference about email below and sign.

**I DO DO NOT consent to use email and text for administrative matters.**

**If given, consent will expire 2 years after our last appointment. This means that I will not initiate contact via email or text, although you are always still welcome to email or text me, and I can reply briefly if you do.**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date