

## **Email Consent Form**

### **Consent:**

By providing us with your email address you have consented to our use of the contact information.

### **What we use your email for:**

- Communicating personal health information such as but not limited to non-urgent test results, requisitions for labs and imaging, medical advice, completed forms, copies of forms or reminders for follow up appointments.
- We may share your email information with other health care providers who are providing you with health care.
- We may use your email to keep you informed of your referral status when you have been referred to another health care provider.
- We may use your email to send you information about online health care programs (e.g. patient portals or opportunity to participate in virtual visits with your health care provider).

The emails you receive may come from your health care provider and/or our participating partners of the online health care programs that may be third party service providers.

### **Your responsibility:**

You are responsible for informing us:

- should you not want personal health information discussed via email. If this is the case, your email address will be removed from your chart and you/we will no longer be able to communicate via email
- should you no longer wish to participate in the online health care programs you registered for
- should your email address change

### **Our responsibility:**

- We will only share your email with other health care providers directly involved with your care or our participating partners that are helping deliver online health care programs.

### ***Risks of using electronic communication***

We will use reasonable means to protect the security and confidentiality of information sent and received using email. However, because of the risks outlined below, we cannot guarantee the security and confidentiality of electronic communications:

- Use of electronic communications to discuss sensitive information can increase the risk of such information being disclosed to third parties.
- Despite reasonable efforts to protect the privacy and security of electronic communication, it is not possible to completely secure the information.
- Employers and online services may have a legal right to inspect and keep electronic communications that pass through their system, within and outside of Canada.

- Electronic communications can introduce malware into a computer system, and potentially damage or disrupt the computer, networks, and security settings.
- Electronic communications can be forwarded, intercepted, circulated, stored, or even changed without the knowledge or permission of the Physician or the patient.
- Due to the sensitivity of the information, we recommend that you do not use a shared email.

***Signature Page***

Email Address: \_\_\_\_\_

Name of Patient(s): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Relationship to patient:

- Patient
- Parent
- Court Appointed Legal Guardian (Documentation must be in patient medical record)
- Substitute Decision Maker (Documentation must be in patient medical record)