

Parag B. Thakkar, MD SC

Important Information About Regular (unsecured) Email Communications

You are advised to use patient portal for electronic communication which is secure and encrypted as long as proper procedures/safegaurds are observed.

However, as a patient at Parag B. Thakkar, MD SC, you may request that we communicate with you by regular/unsecured email. This fact sheet will inform you about the risks of communicating with your health care provider via email.

PLEASE READ THIS INFORMATION CAREFULLY

Email communications are two-way communications. However, responses and replies to emails sent to or received by either you or your health care provider may be hours or days apart. This means that there could be a delay in receiving treatment for an acute condition.

If you have an urgent or an emergency situation, you should not rely solely on provider/patient email to request assistance or to describe the urgent or emergency situation. Instead, you should act as though provider/patient email is not available to you and seek assistance by means consistent with your needs.

Regular email messages on your computer, your laptop, and / or your phone have inherent privacy risks – especially when your email access is provided through your employer or when access to your email messages is not password protected.

Unencrypted email provides as much privacy as a postcard. You should not communicate any information with your health care provider that you would not want to be included on a postcard that is sent through the Post Office.

Email messages may be inadvertently missed. To minimize this risk, we requires you respond appropriately to a test email message before we will allow health information about you to be communicated via email. You can also help minimize this risk by using only the email address that you are provided at the successful conclusion of the testing period to communicate with your providers or program.

Email is sent at the touch of a button. Once sent, an email message cannot be recalled or canceled. Errors in transmission, regardless of the sender's caution, can occur.

In order to forward or to process and respond to your email, individuals at Parag B. Thakkar, MD SC other than your health care provider may read your email message. Your email message is not a private communication between you and your treating provider.

Neither you nor the person reading your email can see the facial expressions or gestures or hear the voice of the sender. Email can be misinterpreted.

At your health care provider's discretion, your email messages and any and all responses to them may become part of your medical record. Complete following to initiate unsecured email communications.

Parag B. Thakkar MD SC

Patient Request for Email Communications

Patient Name: _____ Date of Birth: _____

Phone Number: _____ Email address: _____

Communications over the Internet and/or using the email system may not be encrypted and may not be secure (Unless you are using patient portal which is encrypted and secure). There is no assurance of confidentiality when communicated via regular email. To request that our office communicate with you via regular email you must complete this form and return it to our office.

Please be advised that:

(1) This request/authorization applies to electronic communications between the healthcare provider/staff (us) and you or your representative. Such communications may include any and all protected health information.

(2) Your request will not be effective until you receive and respond appropriately to a test email message.

Please **select the only one question** you want to use for your test email and provide your answer.

My mother's maiden name: _____

or

Last 4 digits of social: _____

or

Your Own Question: _____ Answer _____

I understand and agree to the following:

I certify the email address provided on this request is accurate, and that I accept full responsibility for messages sent to or from this address.

I have read and understood: **Important Information About Regular (unsecured) Email Communications** as noted on page 1.

I understand that all email communications in which I engage may be forwarded to other providers for purposes of providing treatment to me.

I agree to hold Parag B. Thakkar, MD SC and individuals associated with it harmless from any and all claims and liabilities arising from or related to this request to communicate via email.

Signature of patient or personal representative

Date