



Health and Counselling Services

CARLETON UNIVERSITY

Our office often uses electronic communication (email or text messages) with patients. This information may be confidential and personal in nature. As an organization, we adhere to the guidance set out by the Personal Health Information Privacy Act (PHIPA). Email and text communications are no exception and we take every measure to ensure confidentiality, but you should know that we cannot guarantee the security of messages sent outside of the clinic.

However, the main advantage of electronic communication is convenience, particularly when scheduling appointments and receiving timely information regarding your care.

I, _____ (Print first and last name)

Agree that electronic communication may be used to send personal health information to me

Agree that electronic communication may be used to ask me to contact the clinic by phone or to show up for a booked appointment.

Carleton Email Address (mandatory):

Other Email Address:

Signature:

Student or Staff Number:

Date:

I understand that I am not to use email and/or texting for urgent clinic matters.