

**ALMA THERAPY**  
**JANETTE S. CORDERO, LCSW-S**  
**p: 512.522.2067**  
**f: 512.201.2991**



## **ONLINE & DIGITAL MEDIA PRIVACY POLICY**

The purpose of the *Online & Digital Media Privacy Policy* is to clarify boundaries and aid in the maintenance of confidentiality as outlined in the *Notice of Privacy Practices*.

Our therapeutic work requires that I maintain professional boundaries and protect the confidentiality of our work therefore I do not interact with clients via social media and/or digital outlets. Please feel free to talk to me in session about anything that you may encounter about me or my professional work in the digital world.

None of the following is meant to keep you from sharing that you are in therapy with me wherever and with whomever you like. Confidentiality means that I cannot tell people that you are my client and the ethical standards of my profession prohibit me from requesting testimonials. But you are more than welcome to tell anyone you wish that I am your therapist or how you feel about the treatment I have provided to you.

### **ON THE WEB**

---

As a general rule of thumb, please know that any information that is transmitted digitally is not considered secure communication. Unsecured forms of communication include but are not limited to email, social networking sites, blog posts, comments on websites, and text messages. In the interest of protecting your confidentiality as a client, I do not communicate via unsecured, digital methods of communication.

### **EMAIL & TEXT MESSAGING**

---

Since I cannot guarantee that your information will be protected, I only communicate via direct email or text message about scheduling issues and with your express consent. Please note that I am required by law to include all email communication in your medical record.

### **LOCATION-BASED SERVICES (LBS)**

---

If you use location-based services on your mobile device such as GPS enabled services, please be aware of privacy issues related to using these services. If you have GPS tracking enabled on your device(s), it is possible that others may surmise that you are a therapy client based on regular visits to my office. Please be aware of this risk if you are intentionally “checking in” from my office or if you have LBS enabled apps on your phone or device.

### **BUSINESS REVIEW SITES**

---

You may find my psychotherapy practice on sites such as Yelp, Healthgrades, or other review sites. Many of these sites obtain content from search engines for business listings and automatically add listings

**ALMA THERAPY**  
**JANETTE S. CORDERO, LCSW-S**  
**p: 512.522.2067**  
**f: 512.201.2991**



regardless of whether the business has added itself to the site. If you find my listing on any of these sites, please know that my listing is NOT a request by me for a testimonial, rating, or endorsement from you as my client. Social work ethics suggest that social workers should not solicit testimonial from clients or other persons who because of their “particular circumstances may be vulnerable to undue influence.”

Of course, you have the right to express yourself on any site you wish but I cannot respond to any feedback online (whether it is positive or negative) due to confidentiality. If you do choose to write something on a business review site, please keep in mind that you may be sharing personally revealing information in a public forum. I *urge* you to create a pseudonym that is not linked to your regular email address or friend networks for the protection of your own privacy so that any feedback you leave cannot be linked back to you. I encourage you to take your own privacy as seriously as I take my commitment of confidentiality to you. I also encourage you to discuss any feedback with me in session as this can be very helpful therapeutic work.

If you feel that I have done something harmful or unethical and you do not feel comfortable discussing it with me, you can always contact the Texas Board of Social Work Examiners which oversees licensing, and they will review the services I have provided. To do so, you can visit the Texas State Board of Social Worker Examiners website at [www.dshs.state.tx.us/socialwork](http://www.dshs.state.tx.us/socialwork) or call 512.719.3521 or 800.232.3162.

---

Client Signature

---

Date

---

Printed Client Name