

SOCIAL MEDIA AND PUBLIC FORUM LIMITATIONS

Staff members are asked to adhere to the following guidelines in reference to online forums (i.e. Facebook, Myspace, Google+, etc.)

1. Phoenix does not prohibit staff members from having a Facebook, Twitter, or other social media/networking memberships.
2. Staff members should not “friend” or connect with clients via social networking.
3. It is advised that staff members should set their public social networking profiles to private.
4. Discussing clients in a public forum is strictly prohibited.
5. Discussing client successes and challenges with a referral source should be done through a secure network. Private messaging (i.e. “inboxing” or “direct messaging”, etc.) through a social network is not considered secure.
6. Phoenix does not prohibit staff members from “friending” or “connecting” with caseworkers or case managers from referring agency, however, Phoenix expects staff members to behave in a professional manner when these referral sources have access to a staff member’s social network page/site.
7. Phoenix strictly prohibits any staff member from “blogging” or discussing issues within the company or exposing the Private Health Information of a client on a public journal or forum.

As social networking continues to evolve, so will Phoenix’s policy on staff members participating in public forums. I have read and understood the above limitations and guidelines.

