

# Parental Consent to Use E-mail to Exchange Personally Identifiable Information

Parent’s Name: E-mail Address:

Child’s Name: D.O.B.

At your request, you have chosen to communicate personally identifiable information concerning your child’s early intervention treatment by e-mail without the use of encryption. Sending personally identifiable information by

* 1. ail has a number of risks that you should be aware of prior to giving your permission. These risks include, but are not limited to, the following:
		+ E-mail can be forwarded and stored in electronic and paper format easily without prior knowledge of the parent.
		+ E-mail senders can misaddress an e-mail and personally identifiable information can be sent to incorrect recipients by mistake.
		+ E-mail sent over the Internet without encryption is not secure and can be intercepted by unknown third parties.
		+ E-mail content can be changed without the knowledge of the sender or receiver.
		+ Backup copies of e-mail may still exist even after the sender and receiver have deleted the messages.
		+ Employers and online service providers have a right to check e-mail sent through their systems.
		+ E-mail can contain harmful viruses and other programs.

# Parental Acknowledgement and Agreement

I acknowledge that I have read and understand the items above which describe the inherent risks of using e-mail to communicate personally identifiable information. Nevertheless, I, , authorize whose e-mail address is to communicate with me at my e-mail address, , concerning my child’s,

 , participation in the Early Intervention Program (EIP), including but not limited to communication regarding service delivery, his/her progress in the EIP and any other related matters. I understand that use of e-mail without encryption presents the risks noted above and may result in an unintended disclosure of such information.

(Optional) In addition, I give permission for members of my child’s treatment team to communicate personally identifiable information concerning my child with each other using unencrypted e-mail. Early intervention team members who I give permission to use unencrypted e-mail to communicate with each other about my child include:

1. with the e-mail address
2. with the e-mail address
3. with the e-mail address
4. with the e-mail address
5. with the e-mail address

Parent’s Signature Date