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Client Name: _____

Date of Birth_____

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Thank you for your request to communicate with me via email. I want to make sure you know that email communications between us are not encrypted and therefore are not secure communications. If you elect to communicate with me from your workplace computer, you also should be aware that your employer and its agents may have access to email communications between us. Finally, email communications may become a part of your client medical record. Incoming email communications will be reviewed and responded to as soon as possible. If you have not heard from me with a response and are concerned I may not have received the message, please call me during regular business hours.

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