



Volunteer Cell Phone, Photo and Recording Policy

PURPOSE

The purpose of this policy is to define the limitations upon the use of cell phone cameras, video recorders, audio recorders or any other type of equipment or devices used to capture or record visual and/or audio media. At Good Samaritan it is critical that patient confidentiality (HIPPA) is honored and that confidentiality also extends to visitors, staff and volunteers. We must ensure that the use of such devices does not compromise the integrity of Protected Health Information (PHI), proprietary information, individual rights to privacy, quality of patient care and the efficient operations of GSH.

This policy extends to cameras, computers, video and audio records in addition to cell phones.

APPLICATION

Any use of a camera or audio/video recording device to record an image and/or sound recording of a patient or visitor is prohibited. Any use of a camera or audio/video recording device that may, intentionally or unintentionally, pick up the image and/or sound recordings of another patient, visitor or employee is prohibited.

COURTESY

While it is not our desire to restrict cell phone usage, it is important to exhibit courtesy under all circumstances. This courtesy includes refraining from texting or telephone usage while in the presence of patients, visitors and staff members.

If personal calls must be received or sent, they must be done in discretion, away from the place to which you have been assigned.

If cell phone usage creates service challenges, you will be asked not to bring it with you to volunteer or to surrender it while you are volunteering.

Volunteer Signature

Date