



ATC Healthcare Services, LLC – Alabama

Personal Use of a Phone Agreement

As a healthcare provider, ATC Healthcare Services, LLC is recognized by providing reliable, quality healthcare associates when they are needed most. As a healthcare associate employed by ATC Healthcare, no use of a personal phone is permitted while there is a client/patient in your care. This requirement is supported by HIPAA (Health Insurance Portability and Accountability Act of 1996) and FERPA (Family Educational Rights and Privacy Act). Use of a personal device may be classified as a breach of HIPAA and/or FERPA, and may be subject to consequences.

- NO use of phone for personal use when student is present and/or in your care; this includes, but is not limited to: making phone calls, texting, emailing, taking photographs, videos, AND use of any form of social media, unless otherwise instructed
- This includes in the health room, 1:1, field trips, afterschool or sports, AND/OR on the bus
- **NO students and/or confidential information is to be captured on your personal device**

I have received education, and the Personal Use of a Phone Agreement. I understand that I may not use my personal phone for phone calls, texting, emailing, taking photographs, videos, or accessing social media while I have a client/patient in my care, unless otherwise instructed. This may be classified as a breach of HIPAA and/or FERPA and may be subject to consequences. I agree to the terms listed above.

Healthcare Associate Name (Print)

Healthcare Associate Signature

Date