

# *Merle J. Tyroler, Ph.D., ABPP*

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## **POLICY ON ELECTRONIC COMMUNICATION AND SOCIAL MEDIA**

### **Electronic Communication**

My email is not encrypted. If you need to contact me between sessions, the best way to do so is by telephone (843-884-8666). I check my telephone messages frequently and strive to return messages the same day they are received (during working hours). Direct email at [merle@drmerletyroler.com](mailto:merle@drmerletyroler.com) is second best for quick, administrative issues only such as setting or changing appointment times. I do not regularly check my email over the weekends, holidays, or vacations and so changing appointments that would follow such a break is best done by the combination of telephone message and email. For clinical issues, please call and leave a brief message about the issue at my office number and I will call you back to discuss this briefly, or schedule an appointment time for us to meet if the matter requires more than a few minutes to address.

For many reasons, most importantly your confidentiality, I do not accept text messages on any sites such as Twitter, Facebook, or LinkedIn to contact me. Your security is of paramount concern to me and these methods of communicating are not secure. These means of communication also suggest that I would be responding to you in a timely manner, and I do not use these methods with any regularity. In addition, any such communications become part of your legal medical record with me and will need to be documented and archived in your file.

### **Social Media Policy**

For reasons of confidentiality, I do not accept friend or contact requests from current or former clients/patients on any social networking site (Facebook, LinkedIn, etc.). It is my belief that doing so compromises your confidentiality and our respective privacy. It may also blur the boundaries our therapeutic relationship, and this would be detrimental to our work together.

