



# VERA Z. DWYER COLLEGE OF HEALTH SCIENCES

INDIANA UNIVERSITY SOUTH BEND

## **Social Networking Policy Policy 7.24B**

### **About This Policy:**

Effective Date: 10-11-2019

### **Approval Dates:**

Faculty Approved: 10-11-2019

### **Scope**

This policy incorporates the campus process and highlights the responsibilities of those in leadership of the Dwyer College of Health Sciences.

### **Policy Statement**

The purpose of this policy is to outline the IUSB Vera Z. Dwyer College of Health Sciences (IUSB-CHS) guidelines for appropriate use of Internet social networking sites by students engaging in online discourse and identifying themselves with IUSB-CHS.

### **Procedure**

Use of electronic media, i.e. internet sites or social networking sites, blogs, etc. offer an opportunity for students to engage in professional and personal conversations and form networks. However, improper postings on these sites can have legal ramifications if state and federal laws established to protect patient privacy and confidentiality are violated. Violations may include, but are not limited to, improper postings about the care of a patient or comments/images that portray the individual or a colleague in an unprofessional manner or social networking sites that can be used in court or other disciplinary proceedings (e.g. State or National Licensing Boards).

Consequently, IUSB-CHS students must adhere to all program and professional code of ethics at all times when using the internet and social networking sites.

It is the individual's responsibility to: 1) closely monitor the privacy settings of their social network accounts to optimize their privacy and security and 2)

ensure that posts or photos are appropriate and not embarrassing or professionally compromising. 3) avoid sharing identification numbers on your personal profile. This would include address, telephone numbers, social security numbers, passport numbers, driver's license numbers, birth date, and place of employment or any other data that could be used to obtain your personal records.

#### IUSB-CHS Guidelines for Online Social Networking:

- Students have an ethical and legal obligation to maintain patient privacy and confidentiality at all times. Postings within social network sites are subject to the same professionalism standards as any other personal interactions. Statements made within online networks will be treated as if the statement was made verbally in a public place.
- Sharing of any patient-related data or images by electronic media is strictly prohibited. Students must not identify patients by name or post information that may lead to the identification of a patient. Limited access to postings through privacy policy setting is not sufficient to ensure privacy.
- When using electronic media, professional boundaries must be maintained at all times. Faculty, staff, and students have an obligation to establish, communicate, and enforce professional boundaries with patients in the online environment. One must use caution when having online social contact with patients or former patients. The fact that a patient may initiate contact does not permit the student to engage in a personal relationship.
- Do not violate copyrighted or trademarked materials. If you post content, photos or other media, you are acknowledging that you own or have the rights to use these items. IU and IU-CHS logos may not be used on any social media site without approval.
- Disclosure of information regarding course assignments or exams on social networks is a form of academic misconduct and students will be disciplined according to the procedures outlined in the Indiana University Code of Student Ethics.
- Students are encouraged to immediately contact an appropriate IUSB-CHS administrator or staff about unprofessional or potentially offensive comments or images on social networking sites. Students have a responsibility to promptly report any identified breach of confidentiality or privacy.

- Students must be aware of and comply with IU and clinical sites policies regarding the use of computers, cameras, and other electronic devices in the clinical setting.

Students who violate the policy will be referred to APG, their program director, and the Office of Student Conduct. Additionally, the student may be dismissed from the program.