**Purpose**

To document a patient’s agreement to the delivery of health care services via telemedicine and obtain the patient’s signature to verify consent.

**Policy**

The practice will have all patients sign a consent form before a patient’s first telemedicine visit.

**Procedure**

* Patients aged 18 years and older (or the parent, legal guardian, or a lawfully authorized custodial agent for a minor child under the age of 18) must provide voluntary consent to treatment, on a Telemedicine Informed Consent form, prior to the delivery of a telemedicine service. *(See Forms: Telemedicine Informed Consent)*
* Staff will give patients an opportunity to ask questions prior to signing the consent form.
* Staff fully inform patients of the consequences, benefits, and risks of treatment, after which patients have the right to decline telemedicine services.
* Staff maintain the executed Telemedicine Informed Consent form in the patient’s medical record.
* If a distant-site provider will provide the telemedicine service, staff provide that office with a copy of the Telemedicine Informed Consent form.
  + Upon conclusion of the telemedicine visit, staff email or mail a Telemedicine Services Evaluation form to the patient. *(See Forms: Telemedicine Services Evaluation)*