

Social Media Guidelines

Horizon Health Network Employees/ Non-Employee Personnel

Horizon is online – and we know you are too!

These guidelines will help you engage on social media while also respecting Horizon's values, ethics, and policies.

If you're a staff member, physician, volunteer, student or contractor with Horizon these guidelines apply to you. To protect yourself and the organization, please carefully review this page.

01 Protect Your Patients

Maintain patient confidentiality. Don't post personal health information, including photographs that could reveal a patient's identity.

You're required to follow all applicable Horizon policies, including Social Media and Confidentiality.

02 Live Your Values

Work duties come first. It's ok to engage online during breaks, or on your own time, but don't let your social media activities affect your work performance or patient care.

04 Be Real

Make it clear you work for Horizon when discussing company-related matters, just as you would do offline.

Claim opinions as your own with a simple disclaimer such as, "Opinions are my own and not the views of my employer" or "Tweets are my own."

Don't post fake reviews (favourable or unfavourable) of Horizon, its patients and clients, staff, physicians, and other partners.

05 Be Sensitive

06 Think Before You Post and Friend

Before you post, ask yourself, "Would I say this out loud in front of a crowd?" Don't share gripes about your work environment or gossip about a colleague. Nothing on social media is private, despite your security settings.

Horizon discourages "friending" or "following" patients on social media. Staff in patient care roles generally should not initiate or accept friend requests, except in unusual circumstances (a friendship may pre-date a treatment relationship, for example).

Social Media Guidelines

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