

JOHNS HOPKINS UNIVERSITY STUDENT HEALTH & WELLNESS CENTER POLICY & GUIDELINES MANUAL	<i>Document Number</i>	
<i>Subject: Use of Photography and Videography Policy</i>	<i>Created</i>	9/20/2013
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<i>Director Approval: Alain Joffe, MD, MPH</i>		<i>Date: 2/18/14</i>
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Policy:

The Johns Hopkins University Student Health and Wellness Center (JHU SHWC) maintains a formal procedure for the use of photography and/or videography that involves patients.

Purpose:

To establish and implement policies, procedures and controls to ensure that patient privacy is maintained when photography and/or videography is used. Photography and/or videography may be used for clinical purposes, education, and/or training.

Procedure:

1. Verbal consent from a patient is required when:
 - a. Photograph(s) and/or video(s) of non-identifiable body parts by JHU SHWC staff is/are being obtained
2. Written consent from a patient is required when:
 - a. Any photograph(s) and/or video(s) is/are obtained, regardless of whether those will be used for patient care or training, that can lead to identification of patients.
 - b. For photographs/videos that can be used to identify patients or are sent via email along with student information, written consent specifically acknowledging that such picture(s)/video(s) will be sent electronically must also be obtained
3. Any other photography in the SHWC that includes students for non-clinical/training purposes must be approved by the Director or his/her designee and by verbal permission of students involved.