

KHA Noon Briefing

Hospitals and Social Media: Risks and Rewards

May 4, 2010



Kansas Hospital Panel

- Children's Mercy Hospitals and Clinics
 - Shawn Arni, Director of Marketing and Public Relations
 - Mikki Massey, MSA, Privacy Compliance Officer
- Lawrence Memorial Hospital
 - Deborah Thompson, Vice President, Human Resources
 - Jeff Novorr, Vice President, Compliance
 - Becki Carl Stutz, Student Volunteer Coordinator
- Saint Luke Hospital and Living Center, Marion
 - Mike Norris, Marketing Director



Overview

- How social media is being used in Kansas hospitals.
- How to avoid potential risks.
- Practical ideas for developing hospital social media policies and procedures.









facebook











Social Media

- Stake your claim
 - Secure your identity online
- Watch and listen
 - Tools available to help
- Prepare to respond
 - Plan ahead



Stake Your Claim

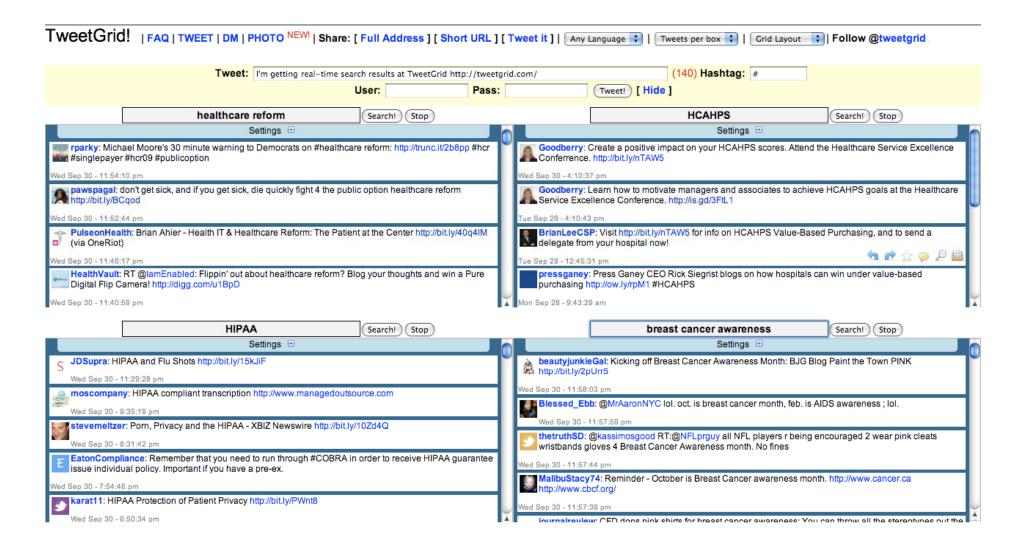
- Discover what is already out there
- Create social media guidelines
- Educate staff and visitors
- Designate a person in charge
- Protect your name
- Create your own accounts



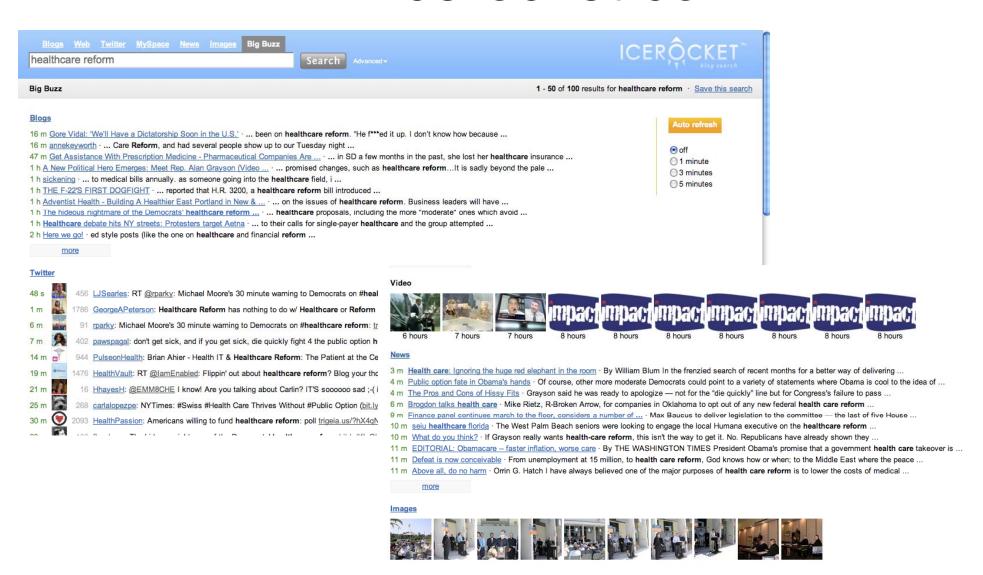
Watch and Listen

- Social Media 17 % of all Internet use
- What is being said about you?
- Google News Alerts
- www.google.com/analytics
- www.blogsearch.google.com
- www.technorati.com
- www.search.twitter.com
- www.twist.flaptor.com
- www.spezify.com

www.tweetgrid.com/grid



www.icerocket.com



3 4 5 6 7



Prepare to Respond

- Learn in advance how to contact social media outlets
- Have hospital policies in place to deal with internal issues
- Develop scenarios
- Develop internal and external messages
- Create communication response plan

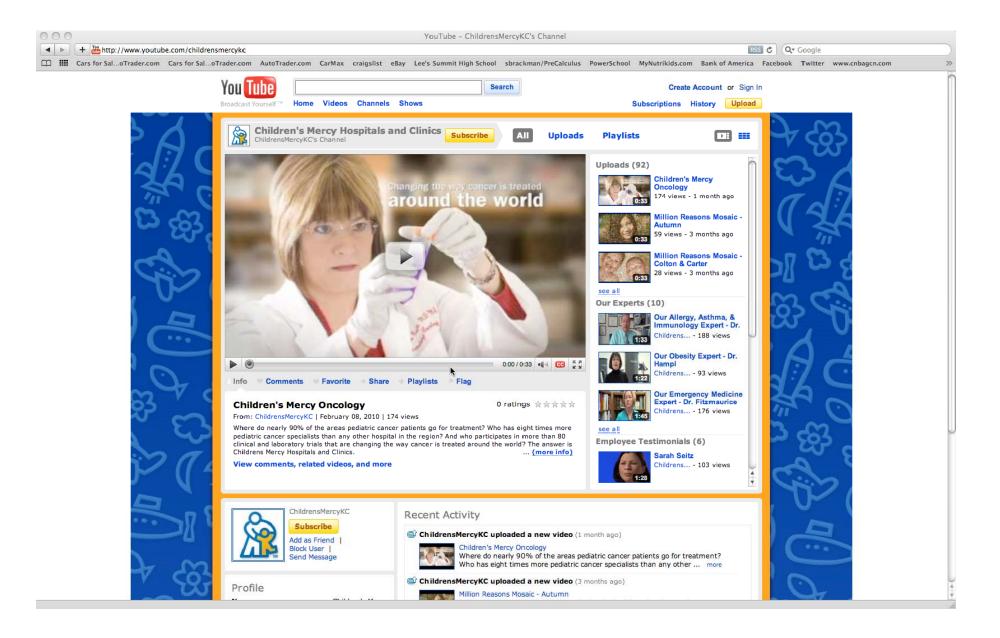




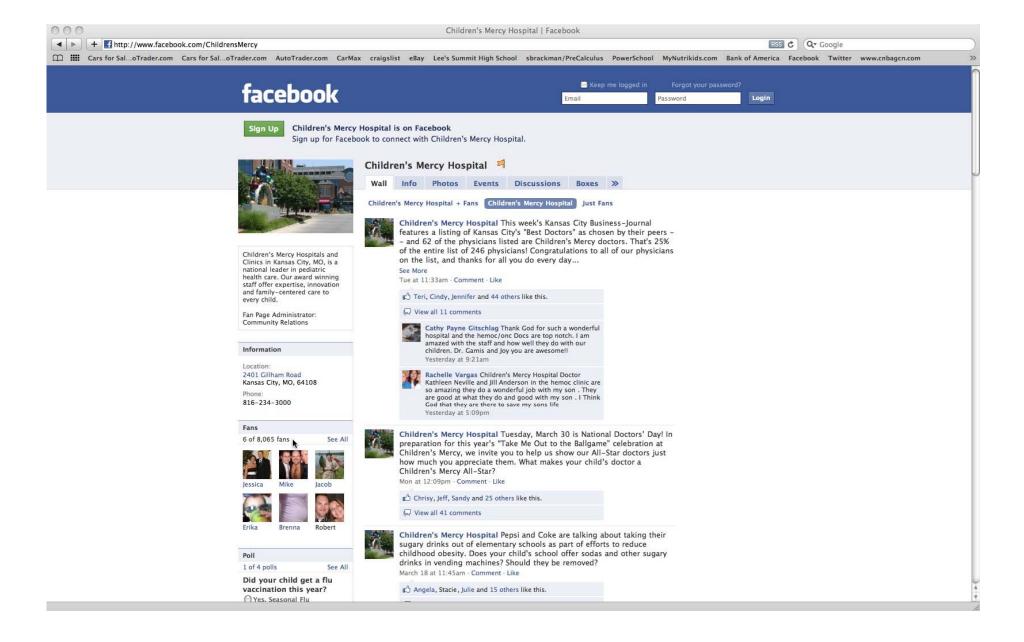
Children's Mercy Hospitals and Clinics

Mikki Massey, MHA, CHC, Privacy Officer Shawn Arni, Director of Marketing and Public Relations

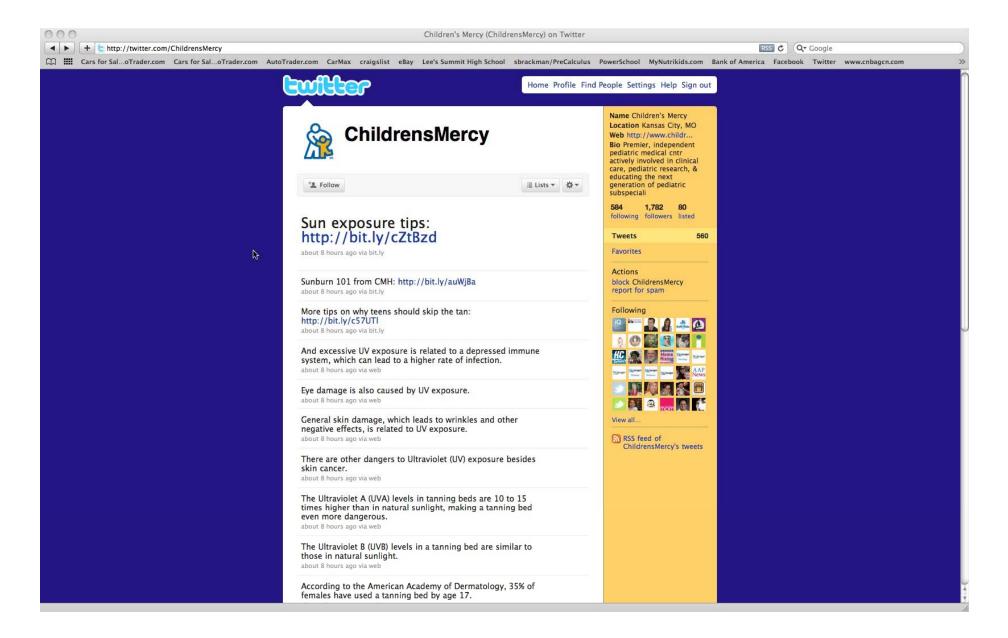
You Tube Channel



Facebook



Twitter





Policies and Guidelines



- Original Policy was a revision of existing Internet Use Policy.
- Provided guidelines for creating a hospitalsponsored social media site, Web site or blog.
- Created application process that required approval by VP and Community Relations.
 - Community Relations access to the account was required
 - Must post at least once every two weeks
 - Provided guidelines for content





Issues and Concerns

- Employee use of social media
 - Managing Risks
 - HIPAA, copyrights and other legal
 - "Friending" patients
 - Live events
 - Managing Time
 - Employee productivity
 - Patient perception
 - Managing Reputation
 - Guidelines for appropriate content
 - Transparency and disclaimers
 - Rules of engagement
 - Managing Resources
 - Staff time
 - Bandwith concerns





Social Media Team

- Privacy Officer
- Corporate Compliance
- Human Resources
- Patient Advocate
- Community Relations
- Technology Development
- Ambulatory Services
- Graduate Medical Education
- Patient Care Services
- Medical Research
- Internet Services
- Information Technology
- Allied Health
- Legal Affairs
- Medical Informatics
- Child Life/Family Advisory Board/Volunteers





Next Steps

- Finalize Policy
- Educate Managers and Staff





Lawrence Memorial Hospital

Deborah Thompson, Vice President, Human Resources Jeff Novorr, Vice President, Compliance Becki Carl Stutz, Student Volunteer Coordinator



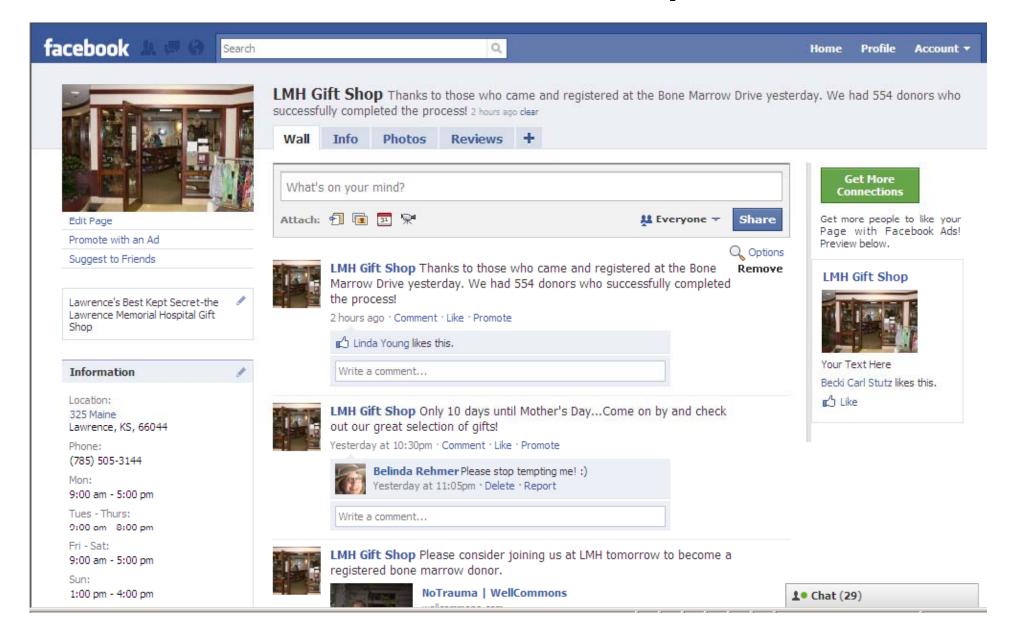
Facebook Facts



- 73% of adults online are on Facebook
- Over 400,000,000 million people on Facebook
 - Nearly 113 million in US
 - Fastest growing demographic:Women 55+

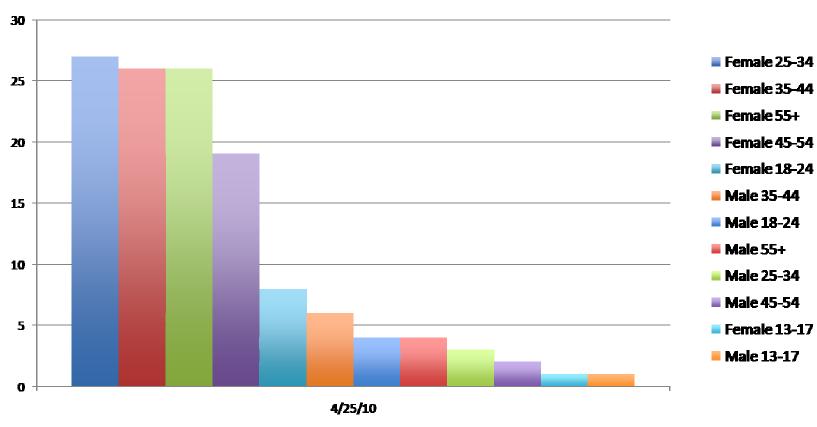
facebook

LMH Gift Shop





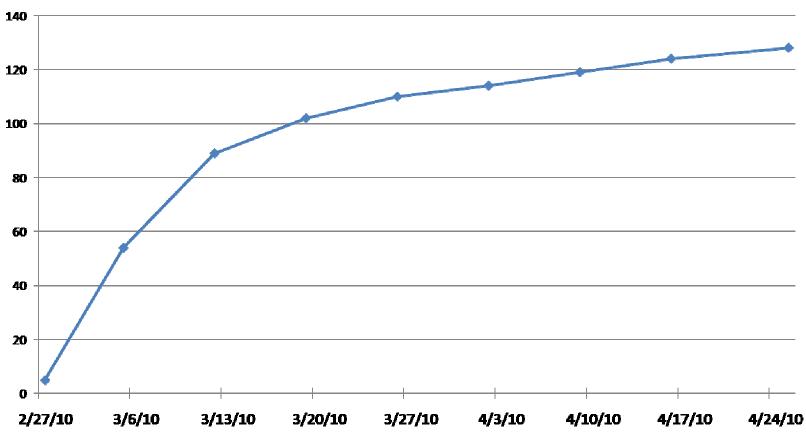
Demographic Information





Fans to the Gift Shop Page

Total Fans



Celebrating 100 Years of Kansas Hospitals Working Together





LMH Social Networking Policy

- The purpose of this policy is to provide LMH employees, volunteers, contract staff, and physicians the requirements for participation in social media, both LMH hosted and Non-LMH hosted,
- in which the participating individual's affiliation with LMH is *known, defined, or presumed*. LMH respects your right to communicate in the public arena, but reminds you of the need to always act in a responsible and professional manner.



Evolution of the Policy



- Influencing Factors:
 - Increased access to desktop computers and smart phones
 - Lawrence, KS demographics
 - LMH's becoming increasingly "wired" with clinical and other systems
- Key events:
 - Staff questions about internet use and boundaries
 - Questionable postings by a few staff members





Referenced Policies

- All policies and procedures that apply to other LMH communications apply to communications on social networking sites, journals, blogs, and the like. These include, but are not limited to:
 - Service Excellence Standards
 - Relationship Based Care Standards
 - PRIDE Values
 - Code of Conduct
 - Responsible Use Policy 8110-002
 - Internet and E-Mail Policy 8110-001
 - De-Identified Information 8060-007
 - Photographs, Audio Recording, and Videotaping for Medical Use – 1010-012
 - Solicitation and Distribution HRP-32
 - Harassment HRP-63



LMH – Related Sites



 Individuals or departments who wish to host a social networking site from LMH must obtain approval from the Director of Community Relations.



Applies Anywhere...



- If you participate in communication online via any online blogs, journals, or use any other social networking tools, this policy applies if your identity as an LMH Associate is known, defined or presumed.
- The policy applies regardless of whether the access to the online tool takes place at work or outside of work.



Specifics



- Participating individuals are expected to adhere to LMH policies and procedures
- Participants may not post any comments or material that is obscene, defamatory, profane, libelous, threatening, harassing, abusive or embarrassing to another person or organization.
- Participants may not post content or conduct any activity that fails to conform to any and all state and federal laws applicable to LMH. Copyright laws must be adhered to, ensuring users have permission to use or reproduce any copyrighted material owned by others.





What about HIPAA?

- Any posting that contains information that has the potential to identify a patient is a violation of HIPAA Federal privacy laws.
- Patient identifiers come in many varieties, including, but not limited to diagnosis, age, or room number.
- Because most social networking entries are automatically date and time stamped, that is further information with which a patient may be identified.
- Individuals may not use or disclose any patient identifiable information of any kind, including photographs, on any social media site without the written permission of the patient.
- Written permissions consist of a standard release of information, which will become a part of the medical record.





Values



- Your comments are a reflection of LMH to anyone reading your posting. It is up to each of us to choose the attitude we bring to our jobs, and that carries over into how we represent LMH to our community, in person or via the internet.
- Associates must not say or suggest that the views and opinions they express related to LMH and other health care topics represent the official views of LMH.



Mandatory Computer-Based Training



Objectives:

- 1. Define "social networking."
- 2. State LMH guidelines for associates who use social networking sites.
- 3. Identify potential dangers of participating in social networking.







Facebook Owns It...

Have you ever read Facebook's "Statement of Rights and Responsibilities" regarding "Sharing Your Content and Information"? Interesting, yet frequently overlooked.

Facebook owns your content.

All of it. Forever. . .



Identity Theft



- Guard your financial and other sensitive information.
- Picture social networking sites as billboards in cyberspace.
- Think twice before clicking on links or downloading attachments in emails.
- Protect your computer.





St. Luke Hospital and Living Center

Critical Access Hospital

Mike Norris
Marketing Director

Facebook Page

facebook

Sign Up

St. Luke Hospital and Living Center is on Faceboo

Sign up for Facebook to connect with St. Luke Hospital



St. Luke will be the health system of

choice as we reach out to individuals

and set the standard for excellence

in wellness and health care. We will improve the quality of life as we build the future of health care in our

St. Luke Hospital and

Wall

Info

Photos



St. Luke Hospital a capital campaign Apr project has raised \$5 on our way to our \$1 worked so hard on the



Information

communities.

Location: 535 S. Freeborn Marion, KS, 66861

Phone:

620,382,2177 - Office hours are for business office only, ER services are



St. Luke Hospital a Week 2 (Apr. 4-10) r hospital employees d In all we walked 87.8

Tue at 8:56am · Cor



St. Luke Hospital and Living Center The following photos/renderings give an inside view of the hospital's building project. More photos will be added as time goes on. As of now, construction will begin in the spring of 2010.





St. Luke Hospital Renovation



January 12 at 8:35am · Comment · Like



Karon Hess cool! January 12 at 6:04pm



St. Luke Hospital and Living Center St. Luke Hospital Auxiliary has pledged \$125,000 to St. Luke Hospital's building project. Wow! Thank you so much! More information on the donation and the building project will be updated on the page soon!

January 7 at 9:07am · Comment · Like



Brenda Larson Yahoo!!!! January 7 at 3:07pm



Johnsie Just Buller Cheers for the auxilary January 7 at 5:29pm



Jeremy Armstrong I have never worked with a more dedicated and supportive auxiliary than the one in Marion. January 7 at 7:37pm



Johnsie Just Buller While in high school I started my nursing career at St Luke under the watchful eye of the sisters and Dr RR Melton. During my years in nursing school at Halstead I would return and work during my vacations, etc. I have many fond memories of the time I worked there. I will enjoy following on facebook. Johnsie (Just) Buller

January 2 at 7:44am · Comment · Like · Report



St. Luke Hospital and Living Center Johnsie, thank you for sharing your memories with all the St. Luke fans. Also, you have won a prize for becoming the 100th St. Luke Facebook fan! Congratulations.

Operation: You Can Do It!





Background



- Facebook page created in Oct. 2009.
- OIC, Mike Norris (marketing director), is only one with access to page.
- Page is used more for PR announcements than health information.
- There are approximately 115 "friends" interaction is minimal.



Current Use



- So far, interaction has been positive.
- St. Luke is not engaged with Twitter or any other social media sites.
- CEO Jeremy Armstrong supportive of social media and posts occasionally.
- Even when not posting CEO keeps up to date with what is on the page.



Policies/Overview



- Currently St. Luke does not have a social media policy.
- One will be set in place soon policy will connect with code of conduct.
- Overall experience has been positive.
- Information is widespread, up-to-thesecond, and permanent at very little cost.



How Can KHA Help?



Resources Available

- Go to <u>www.kha-net.org</u>
- Click on Communications
- Click on Social Media
- Social Media PowerPoint
- Sample Policies
- Helpful Links
- Ongoing Education As Needed



Questions?