

Policy:**Respect for Rights:**

At Palmer's Home Care LLC, we uphold the rights and dignity of the individuals we support. The following guidelines are established to ensure the respectful and appropriate use of social media:

1. Posting Restrictions:

- Posting pictures or written information about individuals supported on social media platforms is strictly prohibited unless written permission is obtained from the guardian.
- Administrative staff must be notified and approve any such postings

2. Social Media Release:

- Palmer's Home Care LLC promotes activities and celebrates achievements by sharing events on various social media outlets (e.g., Facebook, Snapchat).
- Images and information may also be used in promotional materials, such as flyers, pamphlets, and other written materials.

3. Permission and Consent:

- By signing a Social Media Release, employees give Palmer's Home Care LLC permission to use and publish details, including names, event details, and outcomes, as well as photographs/audio/video footage for recreational or promotional purposes.
- This consent allows for any details/images/audio/video taken to be seen in a public environment.

4. Guardian and Individual Consent:

- Written permission must be obtained from the employee before posting any content related to individuals supported.
- Administrative staff must be informed and approve the content before publication.

5. Use of Images and Information:

- Images and information may be shared on social media platforms to highlight activities and achievements.
- Such content may also be included in promotional materials to enhance the visibility and reputation of Palmer's Home Care LLC.

6. Personal Social Media Accounts:

- Staff are not allowed to photograph, video, or use the likeness of individuals or Palmers Home Care employees or to post them on their personal social media accounts.
- This type of content should strictly be used for approved Palmer's Home Care use, such as Palmer's Home Care social media accounts, promotional materials, etc.

- Additionally, if photos of individuals for these purposes are taken, it may only be those who have been approved with a Social Media Release.
- By adhering to this social media Policy, Palmer's Home Care LLC protects individuals' and employees' rights while promoting a positive and respectful online presence.

Failure to comply with this policy may result in disciplinary action.

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