

THE RAY E. HELFER SOCIETY



POLICY TITLE: Helfer Society Listserv Policy
CLASSIFICATION: Ethical
POLICY NUMBER: 2024-03
DATE APPROVED: January 29, 2024

Participation on the list is a privilege, not a right. By joining and using the Helfer Society Listserv, you agree that you have read and will follow the rules and policies set forth herein for use in peer discussion groups on the Helfer Society Listserv. You also agree to reserve list discussions for topics best suited to this medium. As with any community, there are policies governing use and behavior on the Helfer Society Listserv. Violating antitrust regulations, libeling others, selling, lobbying, and marketing are not permissible.

The Helfer Society reserves the right to suspend or terminate usage on all lists for members who violate the Helfer Society Listserv policies and rules.

- 1.1 As a professional society the tenor of all posting must continue to remain elevated. Unkind or disparaging comments and ad hominem attacks, no matter how witty, will be viewed unfavorably. This includes comments about non-Helfer Society members as well. Academic discourse is welcome, including respectful disagreement and discussion of controversy or uncertainty.
- 1.2 Comply with HIPAA in posting. Remove all identifying information from clinical information prior to posting. This includes hospital, dates, names (patient and physician) as well and any other identifiers. This includes all 18 "Protected Health Identifiers" (PHI).
- 1.3 Respect the copyright of others. Do not copy and paste articles in your message unless you have obtained express permission from the copyright holder. If an article is online, provide a hyperlink to the article. If the article is not available online, refer to it with typical reference citations. Do not send copies of copyrighted material to the list without expressed permission from the copyright holder. This is the poster's responsibility and not the responsibility of the Helfer Society.
- 1.4 Respect our copyright. Do not share copies of list postings with anyone without expressed permission of the author.
- 1.5 The Helfer Society Listserv primary purpose is for discussion supporting the core mission of the Helfer Society. Excessive discussions not related to the primary purpose of the Helfer Society or academic discourse relating to the primary purpose and core mission of the Helfer Society are not permitted.
- 1.6 Remember that if you hit "reply" or "reply all" the entire Helfer Society will receive your response. If you would like to reply to the original poster alone, please hit "forward" and cut-and-paste the email address of the poster into the "To:" field of the email.
- 1.7 Forwarding a Listserv posting without expressed permission by all named and referred persons on the email is considered unprofessional conduct by the Executive Committee of the Society.
 - a. When forwarding listserv posting, most email clients will create a long "chain" email. This may contain many prior postings with many names and identifiers. There may be circumstances when comments from, or references to, colleagues are included in a post which may reflect poorly on others. ("My xxx-ologist thinks that most other xxx-ologists are wrong." This comment, if forwarded to other xxx-ologists may reflect poorly on all involved.)

- b. If you would like to forward a listserv posting, you are required to obtain express permission from all members included in the “chain”, including those who may be only mentioned in the posts but themselves have not posted, prior to forwarding a listserv.
 - c. Literature abstracts posted by Chris Greeley may be forwarded without his permission.
- 1.8 Research utilizing the Helper Society Listserv should comply with the Guidelines for Research Recruitment via Helper as approved by the Research Committee.
- a. De-identified surveys may be posted to the Listserv if they are part of an IRB approved research project. It is the responsibility of the poster to ensure IRB approval prior to posting. Posting to the Listserv surveys which are not IRB approved may be construed as unprofessional conduct. The results of the survey may not be represented as official Helper Society position and indicating survey results as official Helper Society position is expressly prohibited. Variance from these rules may result in temporary, or permanent, removal from the listserv.
 - b. Surveys which are not IRB approved can be submitted to the Executive Committee for review. If approved, the survey will be distributed to the Helper Society membership through direct emailing and not via the Listserv.
- 1.9 Posting to the Listserv shall not be considered peer review. Participation in Listserv discussion shall not be included in legal opinions and doing so is expressly prohibited as this may present the appearance that your comments are endorsed by the Helper Society. If you are interested in obtaining the official position of the Helper Society, please contact a member of the Executive Committee.
- 1.10 You are not allowed to harvest e-mails for spam or spam-like purposes, or for any type of “mass-mailing” and/or “bulk-email”. Since e-mail harvesting violates every possible privacy and community consideration, violation will result in immediate and permanent expulsion from the list. Personal or contact information of list participants is intended solely for the use of this list, and should not be distributed to a third party. For example, if you believe a list participant could benefit from the services offered by a third party, contact the list participant directly with the contact information of the third party.

The Helper Society acknowledges that Content, whether provided by the Helper Society or others, may include material which is the subject of and protected by copyrights, trademarks, service marks and other proprietary rights of the Helper Society and/or third parties (“Rights”) the Helper Society represents and warrants, and will require each of its users to represent and warrant that: (i) it will not use the Services in any manner which violates any third party Rights; and (ii) by transmitting or allowing the transmission of any Content via the Services (if applicable), the Helper Society or the Helper Society users grant the Helper Society the royalty-free, irrevocable, nonexclusive worldwide license to transmit and display such Content in whole or in part via the Services for the duration of the Services. The Helper Society may obtain the consent of its users to the covenants provided in this Paragraph by requiring such persons to perform sign-on procedures confirming their acceptance.