

TELE-EDUCATION INFORMED CONSENT CHECKLIST for the FOUR GIFTS OF LOVE® CLASS (FGL)

Prior to starting tele-educational (video-conferencing) Class sessions, we (husband and wife) discussed and understand the following:

FGL SESSIONS:

- There are potential benefits and risks of video-conferencing (e.g. limits to participant's confidentiality) that differ from an in-person meeting.
- The importance of your privacy still applies for tele-education services, and although the facilitators are instructed to never record the sessions, it cannot be guaranteed that all participants will follow the strict guidelines.
- It is important to be in a quiet, private space that is free of distractions during the sessions.
- If the facilitators feel that anyone in the session is being abusive or causing a distraction, the facilitators will give one verbal warning, but if the behavior continues, the participant's video/audio will be turned off with a future discussion about continuing sessions.
- It is important to be on time.
- As confidentiality cannot be guaranteed within the group session, you may want to change your profile username to first names only or use the "rename" option during the Zoom session, otherwise your full profile name will be displayed.

TECHNOLOGY NEEDED:

- It is preferable to use a webcam during the Class session.
- The video-conferencing platform selected for the FGL Class virtual sessions will be Zoom™. It is up to you to download the application onto the device used for the meetings and secure the needed internet connectivity in preparation for entering the ID and password given.
- It is important to use a secure internet connection rather than public/free WIFI.
- In the event of any technical problems, a back-up plan should be discussed.

CORRESPONDENCE WITH THE FACILITATORS:

- Your facilitators will be using your email and/or text message (if cell-phone information is provided) for Class correspondence.
- Your facilitators do not require use of a secure email or phone program, therefore, any exchanges between you and your facilitator can be intercepted, sent to the wrong address, hacked, impersonated, and response time may take 2 business days.
- The sessions and email/text messages will include discussion about the concepts and upcoming assignments. **No private/intimate information should be shared in the sessions or email/text messages.**

PARTICIPATION:

- This Class is an educational program only and not intended as therapy or to replace therapy.
- The experience in the Four Gifts of Love® Class may create new perceptions and a range of feelings that at times may include uncomfortable emotions. It is **always** an option for each individual to choose to participate or not to participate based on one's own comfort level.