



# Monterey County Behavioral Health Policy and Procedure

<b>Policy Number</b>	301
<b>Policy Title</b>	Photographing/Video Recording/Audio Recording Of Clinical Activities
<b>References</b>	Policy No. 310 Contact With The News Media
<b>Form</b>	Consent To Photograph/Video and Audio Recording
<b>Effective</b>	September 8, 1986 Revised: October 1, 2008 Revised: December 17, 2012

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## Policy

The decision of a consumer to seek treatment in a Behavioral Health Bureau program is strictly a private matter and outside the realm of legitimate public concern. No one, including news media, has a right to photograph and/or create video and audio recordings of consumers in any programs operated by this Bureau without their consent. This may constitute an invasion of the consumer's privacy. Any taking of photographs or audio/video recordings of consumers of this Bureau by anyone is prohibited unless the consumer consents. If at one of this Bureau's facilities, the Program Manager must also consent.

## Procedure

A consumer must consent to any photographing or video/audio recording by completing a Consent to Photograph/Video and Audio Recording (Attachment 1). In a case where an individual has a legal guardian/parent or conservator that individual must sign the consent form. That consent will be kept in the consumer's case file.

Behavioral Health Bureau employees should take all reasonable steps under the circumstances to prevent unauthorized photography and video/audio recording of consumers and should inform consumers of any possibility that these activities might occur.

Every effort will be made by Bureau staff to encourage photographers, video/audio recording professionals, and consumers wishing to be filmed to conduct their business out of view of any consumers in order to prevent accidental photographing and/or recording of consumers who do not wish to do so.

# MONTEREY COUNTY



DEPARTMENT OF HEALTH Ray Bullick, Director

ANIMAL SERVICES  
BEHAVIORAL HEALTH  
CLINIC SERVICES

EMERGENCY MEDICAL SERVICES  
ENVIRONMENTAL HEALTH

PUBLIC HEALTH  
PUBLIC ADMINISTRATOR/PUBLIC GUARDIAN

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## BEHAVIORAL HEALTH BUREAU CONSENT TO PHOTOGRAPH/VIDEO AND AUDIO RECORDING

The undersigned hereby authorizes the Monterey County Health Department, Behavioral Health Bureau, the attending Behavioral Health staff, and other persons specified below to (*select all that apply*)  photograph,  record video and audio, or  record audio only of the following person:

\_\_\_\_\_  
*(Name of Consumer)*

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in the course of receiving services from the Bureau, and agrees that the negative, prints, audio, and/or video prepared from such photographs and video/audio recordings may be used for the following purposes only (specify who will be using photos, video/audio recordings if non Health Department staff):

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\_\_\_\_\_  
*Consumer/parent/guardian (print name and signature)*

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\_\_\_\_\_  
*If signed by other than consumer, indicate relationship*

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*Date:* \_\_\_\_\_

*Time:* \_\_\_\_\_

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\_\_\_\_\_  
*Witness (print name and signature)*

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*Date:* \_\_\_\_\_

*Time:* \_\_\_\_\_

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