

Florida Psychological Association FPA-Sponsored Listserv

Policies and Procedures for Participation:

Purpose:

The Florida Psychological Association (FPA) offers as a membership benefit an FPA-sponsored, interactive, electronic mail listserv. This is an opt-out benefit available automatically to all members unless they choose to unsubscribe. The goal of the listserv is to promote communication among members of the Florida Psychological Association on a variety of topics pertinent to psychologists.

The listserv may be utilized for the following types of discussion:

1. General advice from other members about a variety of psychological topics, areas and issues.
2. Questions about the business of practice building and maintenance (with the exception of psychological fees).
3. Discussion regarding research, publications and other issues pertinent to psychological research and practice.
4. Inquiries for information about where to refer clients or requests for referrals.
5. FPA Chapter meeting notices, FPA Committee meeting notices, FPA Continuing Psychological Education programs (CPE).

All postings shall pertain to psychologists and psychological issues, and shall be limited to the five (5) general topics listed above.

How it Works:

Who Participates in the Listserv:

This forum is available only to members of FPA. Members who allow their membership in FPA to lapse will be unsubscribed without notification until membership is reinstated.

Posting to the Listserv:

When you wish to submit a post simply type an email to the listserv. Address the email to "Name of the listserv"@lists.flapsych.com (example: Members@lists.flapsych.com) in the address line.

TIPS:

- Use plain text only and type directly into the email.
- Avoid copying and pasting from Microsoft Word (use Notepad) at all costs to avoid unwanted, random code from appearing in your message (the listserv functions using plain text only, so fancy graphics, fonts, colors or backgrounds create messy posts full of random HTML code)

Replying to the Listserv:

The listserv is defaulted so that all responses go back to the "Sender" of the original message. If you wish to respond to the entire listserv, you will need to hit "Reply to All" on your toolbar. (This will eliminate messages being accidentally posted to the entire list that were actually meant for the sender only.)

The Digest Version:

If you do not wish to receive messages throughout the day, request the digest version. With the digest version you will receive all the messages in a day in one e-mail alert daily.

To Opt-Out of the Listserv:

If you decide you no longer wish to receive this benefit, simply e-mail our Communications Coordinator, Lauren Antista at lauren@flapsych.com with your request.

Rules:

To be valuable to all members, good professional judgment is necessary for a successful listserv. To protect the image, reputation, and interests of the Association, FPA has created several rules regulating the use of the listserv.

FPA reserves the right to deny access without notice to a member who violates one or more of these rules, and reserves the right to remove any postings which it concludes, in its sole discretion, are inappropriate. Participants are expected to read this document and adhere to the policies contained herein. The reason is to protect the association, our members, and to foster constructive communication.

Questions regarding these policies may be directed to Connie Galietti, Executive Director connie@flapsych.com, 850-656-2222.

1. CPE or other events sponsored by organizations other than FPA may not be posted.
2. Individuals or organizations may not use the FPA listserv for commercial purposes. This is construed to include, but is not limited to, the advertising of products or services, the seeking or offering of employment, office space, supervision or educational opportunities. Inquiries about doubtful issues may be sent to the Executive Director for the final decision. FPA has a provision for commercial advertising on its website and in the Florida Psychologist.
3. Differences of opinion are encouraged as long as discussion is aired in a courteous and respectful manner. Personal attacks on, or derogatory comments about fellow members are prohibited.
4. Unauthorized distribution of copy written material is prohibited.
5. Criticism of the FPA Central Office staff is not allowed. Complaints regarding staff performance should be directed to the Executive Director. Complaints regarding the Executive Director should be sent to the FPA President.
6. Any postings, including jokes or comments intended as humor or satire, which denigrate, show hostility or aversion towards or are otherwise offensive to an individual's sex, race, color, religion or creed, pregnancy, sexual or affectional orientation (i.e., preference in sexual or social partner), marital or family status, age, ancestry or national origin, military service or status, disability or handicap, are all strictly prohibited.
7. Statements regarding political views and social issues are permitted when related to FPA's mission. If uncertain about your intended posting, please check it first with the Executive Director, for a final decision. Messages requesting others to advocate for issues that are not on FPA's agenda are not to be placed on FPA's listserv, no matter how worthy the cause.
8. Release of otherwise confidential information is prohibited.
9. Messages may not be forwarded to or shared with people outside of FPA since the listserv is a member benefit. Members need to know they can express themselves freely.
10. Discussion regarding setting or establishing fees for service (e.g. how much do you charge per hour?) is expressly prohibited, pursuant to federal law.
11. Use of the listserv to promote candidacy for affiliate or state level leadership roles is prohibited. Likewise, endorsements of candidates for local, state or federal offices or positions are prohibited. (It's a pesky IRS rule, which goes to the heart of our tax status.)
12. Personal responses, "pass alongs," issues off topic to psychology, general "thank you's", and private comments to an author should be made back-channel to reduce "clutter."
13. There will be no postings of virus or worm warnings or chain letters even if they purport to support worthy causes.
14. All participants must strive to keep their virus protection programs current.
15. Remember that once you hit "Send" your message is memorialized and cannot be retracted. Try not to send anything that you will/may regret in the morning.

Failure to adhere to the rules may result in your removal from the list. The process for removal from the list is as follows:

- A warning will usually be sent to the violator with a reminder of the rules and explanation of the violation.
- In the case of a second warning, the Listserv Monitor Group will usually inform the violator of the nature of the violations and will indicate that a third violation will result in suspension from the forum for six months.
- In the case of a third violation, the person will usually be suspended from the list for six months. After a person has been suspended from a forum for six months they may be eligible to resubscribe. A reapplication for listserv privileges will be made to the list administrator. Reapplication does not guarantee immediate reinstatement. If reinstated, prior offenses will be disregarded and the violation procedure will start again. If not reinstated, the rationale for the decision will be sent to the member. Decisions not to reinstate a member shall be reviewed and approved by the Executive Committee prior to notification to the member.
- In egregious cases, the Listserv Monitor Group, in the sole exercise of its discretion, can immediately suspend the violator without following the disciplinary steps listed above.

Disclaimers:

1. FPA assumes no responsibility for the content of the messages posted to the listserv. The thoughts, opinions, and positions expressed on the listserv are solely those of the individual authors and are not endorsed by FPA, its Board of Directors, or Executive Director. FPA assumes no liability for any libelous, misleading, inaccurate or otherwise improper information; all responsibility and liability for the content of a message rests with its author.
2. Participation on this listserv is a privilege and that FPA retains the right to deny access to a member who violates the policies contained herein at any time.
3. Members hold harmless and indemnify FPA, its Board of Directors, Executive Director, and all its other agents and representatives, from and against any claims, complaints, or causes of action for any damages, losses or expenses which arise out of, or are related to, either directly or indirectly: (1) any libelous, misleading, inaccurate or other improper comments a member posts; (2) those that are posted about members by anyone else; and (3) any other use of the FPA listserv by members.
4. Members bear responsibility for keeping e-mail addresses current with the FPA Central Office. The FPA Central Office is not responsible for tracking this information.