AGREEMENT TO COMPLY WITH ECHO
POLICIES AND PROCEDURES

ECHO Critical Care & Emergency Nurse Well-Being is a virtual education and capacity building program that aims to build a community of practice, promote resilience, provide skills and resources, and support overall mental wellbeing amongst healthcare providers and residents currently supporting the COVID pandemic.

I am participating in the ECHO Ontario Critical Care and Emergency Nurse Well-Being pop up session on Friday, February 17, 2023 and I agree to the following:

I.   ECHO SESSION ETIQUETTE

I understand and agree to adhere to the ECHO ONMH at CAMH / UT session etiquette guidelines, as follows:

1. Log in to the designated ECHO session link at least 10 minutes prior to the start of the session.
2. Eliminate environmental distractions (e.g., cell phones, laptops and paper shuffling). a. If required, please exit the room for any telephone calls or personal conversations.
3. Introduce myself, my role, and organization in the chat box
4. The sessions will be recorded by the Hub for educational and/or evaluation purposes. I will NOT take photographs or videos of the session.

II.   PRIVACY AND CONFIDENTIALITY

I understand that during my affiliation with ECHO ONMH at CAMH / UT, I will have access to information and material relating to the session and participants that are of a private and confidential nature. I agree to treat all session information, including information pertaining to participants and/or anonymized clients/patients, as confidential, and I will not discuss, divulge, or disclose such information outside the session.

III.   **DATA USE NOTICE**

I understand that the following data will be collected for reporting purposes:

1. In order to meet MOH funding deliverables, ECHO ONMH at CAMH/UT collects participant data for quarterly and annual reports that are submitted directly to the MOH. Any public dissemination outside of the MOH is anonymized. If ECHO ONMH at CAMH/UT shares any data/documentation for use outside of MOH reporting, participant name will be removed but the name of the organization will be included. Those working independently will be identified as "Solo Practitioner". Any quotes that may be shared outside of MOH reporting will be identified as "[Profession], [ECHO Name]".

2. In order to support quality improvement and quality assurance, the ECHO Ontario Superhub collects participation data for each ECHO program in Ontario, including ECHO ONMH at CAMH/UT. This data allows ECHO Ontario to measure, analyze, and report on the model's reach within Ontario. Your data will be used in reports for evaluation, quality improvement and quality assurance purposes. If shared for use outside of Superhub reporting, participant name will be removed but the name of the organization will be included.

3. In order to support the growth of the ECHO model, the Project ECHO Institute at the University of New Mexico, USA collects attendance for each ECHO program globally, including ECHO ONMH at CAMH/UT. This data allows the Project ECHO Institute to measure, analyze, and report on the reach and impact of the program internationally. Your participation data, including name, organization name, organization address and ECHO session attendance, will be shared. Aggregated data (at a program level) will be used in reports, for quality assurance/improvement activities, and for decision-making related to new initiatives. If you would like to opt-out of this, please indicate your preference to the ECHO Operations Team in the registration form or via email