

Medical Officer Collaborative

LEADING CARE. ADVANCING HEALTH.

AN INITIATIVE OF



Medical Officer Collaborative Listserv Terms & Conditions

The Washington State Medical Association (WSMA) and Washington State Hospital Association (WSHA) Medical Officer Collaborative email forum is intended to facilitate dialogue and idea sharing between physician leaders at health systems, hospitals and large medical groups. All Medical Officer Executives (e.g. CMOs, VMPAs and other physician executives) are encouraged to pose and respond to questions, participate in discussions, offer ideas and share experiences with others in the email forums.

USAGE

A “listserv” refers to a computer mailing list server. The server is a program that contains the email addresses of those members or individuals who have been added to the list by the WSMA and WSHA staff. The server is used to exchange emails between members of the Medical Officer Collaborative.

All listserv messages are to be considered confidential. Do not forward or share listserv messages with anyone, including employees or vendors. Violation of this policy shall result in removal from the listserv.

- When an email is addressed to the listserv (cmo@listserv.wsma.org), the email is automatically sent to everyone on the list.
- When you hit the “Reply” button, every member of the listserv will see your email.
- To protect confidentiality, do not forward emails sent to the listserv to anyone not in the Medical Officer Collaborative.
- If you want to reply directly to the original sender without sending your reply to the entire listserv, choose “forward” (vs. “reply”) and enter the address of the sender (or cut and paste it from the original message) in the “To” field.

Starting a Discussion

If you have a topic or question you would like to pose to the group, write it in an email with a subject line appropriate to the topic, and then send it to the listserv address: cmo@listserv.wsma.org. It will be automatically distributed to the email addresses of all the listserv members.

Listserv Is Used for Group Discussion

Only use the listserv for questions or topics that are appropriate for group discussion. If you would like to have a "one-to-one" conversation with someone, use his or her personal email address.

Responding to a Discussion

To respond to a discussion a member has started, please “Reply” to the message in your email program (you don’t need to “Reply to All” as the email is sent and received automatically to all parties through the email address of the listserv). Do not change the subject line on the email that you are replying to. This avoids

confusion among listserv members, and all responses are also archived for future use by listserv members under the subject title. When responding, please reply to the last message sent, in order to keep the responses in chronological order.

Subject Changes

If you want to change the subject of a discussion, do not reply to a previous email, but instead send a brand-new email to the listserv address, with the new topic in the subject line. This avoids confusion to those receiving and replying to discussions, and when searching through archived discussions later, as archived messages are sorted by subject line topic.

Managing Message Load

It may be helpful to create a rule or filter to send all email from cmo@listserv.wsma.org into a folder dedicated to listerv email.

Complaints and Concerns

If you have any concerns or complaints about the listserv or someone on the listserv, please contact medicalofficers@wsma.org. Please do not post such messages to the list.

To be added to a CMO Listserv

If you are or know of a CMO, VPMA, or physician executive who needs to be added to the listserv, send an email to medicalofficers@wsma.org with the following details: name, hospital or medical group, and the email address that you plan to use to receive and send listserv messages.

ADDITIONAL TERMS AND CONDITIONS

In order to participate on the Medical Officer Collaborative Listserv, you must agree to the following terms and conditions. **Violations of the following listserv terms and conditions will result in immediate termination of listserv privileges.**

- At no time should discussions be initiated, or information shared concerning medical service pricing or specific reimbursement rates due to possible antitrust violations. As the provider of the email forums, the Medical Officer Collaborative strives to ensure that it and its members do not facilitate anticompetitive practices.
- Do not send messages with any defamatory, abusive, profane, threatening, offensive, or anticompetitive information.
- All listserv messages are to be considered confidential. Do not forward or share listserv messages with anyone, including your employees. This forum is intended to be a professional venue where colleagues can openly share ideas and concerns. Violation of this policy shall result in member termination.
- Identify yourself and employer with each listserv message that you send.
- Do not use the listserv for employment recruitment purposes.
- Be careful not to use the e-mail forums as a marketing channel for products or services.
- Do not include any information or other material protected by copyright without the prior written permission of the copyright owner.

The Medical Officer Collaborative reserves the right to terminate use of the email forum to any user who does not abide by these terms and conditions.

WSMA LIMITATION OF LIABILITY AND DISCLAIMER OF WARRANTY

The WSMA does not preview nor censor (edit) any messages. The WSMA is the distributor, not the publisher, of the information posted. The WSMA accepts no responsibility for the opinions and information posted by users. All policies of the WSMA, including its antitrust compliance policy, apply to use of the association's online service.

This service is provided free of charge and "as is." The WSMA (including its employees and agents) assumes no responsibility for consequences resulting from the use of the information herein, (or from use of the information obtained at internet addresses) or in any respect for the content of such information, including (but not limited to) errors or omission, the accuracy or reasonableness of factual or scientific assumptions, studies or conclusions, the defamatory nature of statements, ownership of copyright or other intellectual property rights, and the violation of property, privacy, or personal rights of others.

The WSMA is not responsible for, and expressly disclaims all liability for, damages of any kind arising out of use, reference to, or reliance on such information. No guarantees or warranties, including (but not limited to) any express or implied warranties of merchantability or fitness for a particular use or purpose are made by the WSMA with respect to such information.