



Welcome to the ASPHP Discussion Group!

Participating on a listserv like the ASPHP Discussion Group may be a new communication format to many ASPHP members, so before joining, make sure to review the following rules, policies, and procedures to ensure a friendly and professional discussion environment. Joining means that you agree to the rules and will follow them. ASPHP reserves the right to suspend or terminate Discussion Group membership for those who violate these terms.

AOHP Discussion Group Rules of Conduct

The Association of Safe Patient Handling Professionals (ASPHP) offers this Discussion Group as a member benefit. By joining and using ASPHP's Discussion Group, you agree that you have read and will follow the rules and guidelines set for this electronic peer discussion list. You also agree to reserve list discussions for topics best suited to this forum. The ASPHP Discussion Group is a great way to impart your knowledge, solicit the advice of your peers, benefit from the sharing of information and experiences, and participate in an ongoing conversation.

To ensure the best possible experience for all ASPHP Discussion Group members, some basic guidelines for participation have been established.

ASPHP Discussion Group Guidelines

Choose Relevant Topics: Post only discussion topics related to safe patient handling and mobility in this forum. Refrain from off-topic messages including jokes, chain letters, junk mail, etc.

Keep Space Free from Ads and Marketing: Spamming - posting commercial messages or soliciting service – is not permitted. The ASPHP Discussion Group may not be used for the solicitation, promotion, or sales of commercial products or services. Violators will be immediately removed from the list. Contact people directly (privately) regarding products and/or services that you believe would help them.

Avoid Lobbying and Politics: Voicing opinions about pending legislation, promoting and engaging in political activities, and attempting to influence the legislative process by lobbying list members to take an action, are not allowed. This is a violation of our 501(c) status. Violators will be immediately removed from the list.

Avoid Announcements: The ASPHP Discussion Group may not be used for posting job openings and event announcements.

Keep Comments Positive and Treat Others Respectfully: This Discussion Group is meant to stimulate conversation, not create contention or start arguments. Please be sure that all posts

are positive and that they don't rudely challenge or attack others. All defamatory, abusive, profane, threatening, offensive, or illegal materials are strictly prohibited.

ASPHP monitors Discussion Group content and reserves the right to terminate access to any user who does not abide by these guidelines.

Discussion Group Etiquette

Netiquette is an informal set of policies and procedures to keep order and facilitate communication for all electronic mailing list users.

1. If you will be out of the office for a significant amount of time, please unsubscribe yourself from the ASPHP Discussion Group. This will ensure that members do not receive numerous "out of office" replies when they post to the list.
2. Include a signature tag on all messages with your name, professional affiliation, location, and email address.
3. State the topic of conversation concisely and clearly in the message subject line. This allows members to respond more appropriately to posts and to more easily search the archives by subject.
4. Send personal replies and messages such as "thanks for the information" or "me, too" to individuals - not to the entire group. Rather than hitting the reply button, which sends the response to the entire list, use your email service's forwarding option and type or cut-and-paste in the email address of the member to whom you want to respond.
5. Carefully consider your content. Do not post anything in a Discussion Group message that you would not want the world to see or that you would not want anyone to know came from you.
6. The ASPHP Discussion Group is not to be used as a personal blog. There are many free online sites that are designed specifically for posting those random thoughts and ideas and offering others the opportunity to follow those postings. This listserv is intended for distributing topic-related information that the list members as a group might benefit from sharing.
7. Be respectful and considerate of your colleagues in your postings. If you disagree or become upset with someone's response or use of the list, reply to that person directly when appropriate.

Disclaimer:

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