

The Listserv is a benefit of membership with the Urgent Care Association (UCA). By joining and using any e-mail Listserv of the UCA you must follow the UCA Listserv Rules and Etiquette Guidelines.

Listservs are intended for distributing relevant topic-related information that the list members as a group might benefit from sharing. UCA reserves the right to modify these Listserv Rules and Etiquette Guidelines at any time without notice and to suspend or terminate access to any UCA Listserv for users who violate these rules and guidelines.

Listserv Rules:

1. Courtesy - Do not attack others. The discussions on the lists are meant to stimulate conversation, not to create contention. Let others have their say, just as you may.
2. Do not post commercial messages or job postings. Contact people directly with products and services that you believe would help them.
3. Do not post opinions pertaining to specific vendors and/or software. You can ask if others are using a specific vendor and ask if they would be willing to share their experiences outside of the Listserv.
4. Privacy Laws - Comply with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and applicable state and federal privacy laws.
5. Use caution - Do not post anything in a Listserv message that you would not want the world to see or that you would not want anyone to know came from you. Do not post any material that is political in nature, defamatory, abusive, profane, threatening, offensive, illegal, or violates any third party's rights.
6. Antitrust - UCA complies with all antitrust laws and reminds all users to guard against activity that could be construed as a violation of the antitrust laws. Do not post any material that:
 - References specific fees charged or paid for professional services
 - Discusses prices, discounts, terms or conditions of sale with regard to medical suppliers or other vendors or terms and conditions of provider agreements relating to reimbursement levels, bonus payments, and other price or cost-related items
 - Addresses salaries or terms of employment
 - Attempts to allocate patient markets or encourage collective or coercive activity with regard to third party payers, hospitals, other health care providers, or suppliers
 - Includes information that could otherwise be construed to impose a restraint on trade and inhibit free and fair competition
 - Encourages or helps members to arrive at any agreement that either expressly or impliedly leads to price fixing, a boycott of another's business, or other conduct intended to illegally restrict free trade
 - Encourages or facilitates an agreement about prices, discounts, or terms or conditions of sale; salaries; profits, profit margins, or cost data; market shares, sales territories, or markets; allocation of customers or territories; or selection, rejection, or termination of customers or suppliers
7. Copyright - Do not post any information or other material protected by copyright without the permission of the copyright owner. By posting material, the posting party warrants and represents that he or she owns the copyright with respect to the material or has received permission from the copyright owner. In addition, the posting party grants UCA and users of

the Listserv the nonexclusive right and license to display, copy, publish, distribute, transmit, print, and otherwise use the posted information or material.

Listserv Etiquette Guidelines:

- Review the Listserv archives prior to posting to see if a topic has already been discussed.
- Only send a message to the entire list when it contains information that everyone can benefit from.
- Include a signature block on all messages. Include your name, affiliation, location, and e-mail address.
- State concisely and clearly the specific topic of the comments in the subject line. This allows members to respond more appropriately to your posting and makes it easier for administrators to search the archives by subject.
- Include only the relevant portions of the original message in your reply, delete any header information, and put your response before the original posting.
- Only send messages such as "thanks for the information" or "me, too" to individuals-- not to the entire list. Do this by using your e-mail application's forwarding option and typing in or cutting and pasting in the e-mail address of the individual to whom you want to respond.
- Do not send administrative messages, such as email changes or requests to add colleagues, through the Listserv. Send a separate email to Jami Kral at jkral@ucaoa.org to request the change.

We hope that you find the Listserv to be a place you can connect with your urgent care peers to share your knowledge, resources and experiences. We encourage you to engage and contribute often to these conversations, after all you are the experts!

Disclaimer: UCA accepts no responsibility for the opinions and information posted on any UCA Listserv, except if posted by a UCA employee within the scope of their employment. UCA disclaims all warranties with regard to information posted on any UCA Listserv, whether posted by UCA or any third party; this disclaimer includes all implied warranties of merchantability and fitness. In no event will UCA be liable for any special, indirect, or consequential damages or any damages whatsoever resulting from loss of use, data, or profits, arising out of or in connection with the use or performance of any information posted on any UCA listserv.