Computer, email, and Internet usage:
Veterinary Specialty Care’s e-mail and Internet must be used in an ethical and professional manner. E-mail and Internet access may not be used for transmitting, retrieving, or storing communications of a defamatory, discriminatory, or harassing nature or materials that are obscene or X-rated. Messages with derogatory or inflammatory remarks about an individual’s race, age, disability, religion, national origin, physical attributes, or sexual preference shall not be transmitted. Abusive, offensive, or profane language in transmissions as well as harassment of any kind is strictly prohibited.

Electronic communications sent on our computers are considered hospital property and are not guaranteed to be private or confidential. Veterinary Specialty Care reserves the right to examine and monitor files, emails, and Internet usage. Do not download files from the Internet and do not open files if you do not know the sender.

Employees must not transmit copyrighted materials on the practice’s network. Staff must respect all copyrights and may not copy, retrieve, modify, or forward copyrighted materials. If you wish to share something of interest on the Internet with others, do not copy it to a network drive. Instead, supply the URL (uniform resource locator, or “address”) for the recipient to look at.

Veterinary Specialty Care has a strict social media policy. Unless specifically authorized by the hospital administrator, you are not permitted to blog or use other forms of social media or technology on the Internet during working hours. This applies to personal electronic and mobile devices, as well. These actions can include, but are not limited to:
- Video or wiki postings
- Personal or professional blog postings
- Chat room conversations
- Facebook updates

- MySpace updates
- Twitter updates
- YouTube searches and videos

Veterinary Specialty Care recognizes and encourages your rights to self-expression and the use of social media on your own time. Please be aware of, and follow these professional guidelines for independent self-expression:
- Bloggers are personally responsible for their commentary.
- Employees cannot use the Internet to harass, threaten, discriminate against, or disparage other employees or anyone associated with the Veterinary Specialty Care. Negative statements about Veterinary Specialty Care, its products and services, its team members, its clients, or any other related entity may lead to disciplinary action up to and including termination of employment. In addition, appropriate legal action may be taken if warranted.
- Employees who identify themselves as employees of any of Veterinary Specialty Care must state that the views expressed are their own and not those of Veterinary Specialty Care or of any person or organization affiliated with Veterinary Specialty Care.
- Employees cannot post the name, trademark, logo, or any other privileged information associated with Veterinary Specialty Care or any business connected to Veterinary Specialty Care. This includes posting advertisements and selling hospital products.
- Employees cannot link to internal or external websites without obtaining written permission.
- Veterinary Specialty Care reserves the right to use content management tools to monitor, review, and block content on hospital blogs and websites that violate Veterinary Specialty Care Internet and Social Media rules and guidelines.