**Selective Mutism Treating Professional Listserv Policies**

**(Dated: 03/12/25)**

1. The Selective Mutism Association (SMA) promotes an environment that encourages and welcomes SMA Treating Professional Members from all backgrounds regardless of race, ethnicity, religious beliefs, gender identification, or sexual orientation. Do not post messages containing information that is defamatory, abusive, profane, threatening, offensive, or illegal. Hurtful or disrespectful language toward or about others will result in removal from the listserv.
2. Maintain client confidentiality when discussing any clinical issue by not disclosing any personal or identifying information, in accordance with ethical and legal standards (e.g., HIPAA, FERPA, your governing or licensing board guidelines).
3. This list may not be used for advertising professional services other than in response to specific requests by another professional for availability of services, or for any other personal or monetary profit/gain or other commercial purposes. The SMA board members reserve the right to post information regarding training or products relevant to the community. Other listserv members are further prohibited from posting messages for which the primary purpose is to advance the business or financial interests for themselves, or for another person or entity other than SMA.
	1. Examples of **prohibited communications** include:
		1. Advertisements for products or services (including trainings or events). Instead, please use this [form](https://docs.google.com/forms/d/1Cs0ZtkzwlLNgkIB8OGfLbwdYMyWnx2YpGMZOs1l5o4Q/edit?pli=1) to add your events and trainings to our website events page https://www.selectivemutism.org/events/. Please note you must be an active member of SMA to post your events to our website. Please send any questions regarding posting/advertising events to membership@selectivemutism.org.
		2. Notices regarding rental of office space
		3. Direct solicitations of listserv members to purchase products or services
	2. Examples of **allowed communications** include:
		1. Referral information for services only if in response to a specific request on the listserv.
		2. News of job listings or position openings (including intensive/camp counselors).
		3. Book/article announcements that provide useful professional information to list members, but may also have some incidental commercial benefit to the sender (e.g., an author who is a listserv member merely advising the list of publication of a professional book) typically would not be "commercial" for purposes of this restriction. You can announce that a book or article has been published, but not advertise the sale of such publications. If you are interested in having your book added to our website for promotion, please send information to info@selectivemutism.org.
		4. If you wish to share about and recruit for a research study - please email info@selectivemutism.org with your study information and IRB approval letter to be screened. Once approved, the information will be posted on our website and then you can distribute it on the listserv. (<https://www.selectivemutism.org/get-involved/research-studies/>).
4. Do not intentionally interfere with or disrupt other listserv members, network services, or network equipment. This includes distribution of unsolicited advertisement or chain letters, propagation of computer viruses, and use of the network to make unauthorized entry to any other machine accessible via the listserv.
5. The list may not be used as a forum for illegal purposes, including but not limited to violation of intellectual property laws, violation of antitrust or unfair competition laws, or violation of criminal laws. This includes transmission of copyrighted material created by SMA.
6. The list may not be used for:
	1. Electioneering (e.g., campaigning, solicitation of support)

* 1. Promotion of political actions (e.g., boycotts, letters suggesting legislation)
	2. Personal fundraising activities

**Note:** The ban on commercial use of the lists is based on legal requirements that flow from SMA's status as a 501(c)(3) organization. SMA enjoys exemption under 501(c)(3) of the Internal Revenue Code, which is the most favorable tax status available to any United States organization; it is the same tax exemption held by universities, churches, and charitable foundations. Because of this status, among other things, SMA pays no federal income tax on revenues from carrying out exempt activities; voluntary contributions are tax deductible by donors as charitable contributions; and are exempt from some kinds of local taxes. With these advantages come significant restrictions on how SMA can conduct its business, including such restrictions as taking no role in political elections, restricting lobbying, and using resources for tax-exempt purposes. The commercial use ban derives from the related requirements that 1) SMA activities be focused on 501(c)(3) tax exempt purposes 2) SMA's assets, such as its lists, be used for tax exempt purposes and 3) SMA does not provide financial support directly or indirectly to other persons or entities that are not 501(c)(3) organizations, absent certain limited conditions that would not apply to use of SMA’s lists by other organizations for their business purposes.

In short, we are trying to balance the benefits of information exchange among members with our legal obligations and need to protect an important SMA asset, its tax-exempt status. List managers’ and list members’ judgment is involved in following the rules and protecting the interests of all involved. SMA Board of Directors is available to clarify these rules for members if needed. It has been SMA's experience that when provided with the rules, and explanation of the underlying reasons for the rules, as needed, list members do a good job of keeping list discussions focused on material that is inherently related to the purposes for which SMA was formed. Please email info@selectivemutism.org for any questions regarding listserv policies.