



GENERAL DISTRIBUTION

DATE: 21 Rajab 1441

16 March 2020

TO: All Departments

King Faisal Specialist Hospital & Research Centre

(General Organization) - Riyadh

King Faisal Specialist Hospital & Research Centre REF: GD:715-41

(General Organization) - Jeddah

King Faisal Specialist Hospital & Research Centre

(General Organization) - Madinah

FROM: Majid Alfayyadh, MD, MMM

Chief Executive Officer, Kfsh&RC

Office Of The CEO

SUBJECT: REMINDER: "EMPLOYEES' PRESENCE IN MEDIA" POLICY (APP: 1435-09)

With reference to the Administrative Policy and/or Procedure (APP) "Employees' Presence in Media", (Ref# APP: 1435-09), all employees are reminded to abide by this policy and procedure when presenting to media. In particular, please be reminded of the following:

- Employee shall clearly indicate that he/she is expressing his/her personal views and not the Hospital's views before violating any of the provisions stated in the above-referenced APP.
- Appropriate approval shall be obtained through Media Affairs Section-Corporate Communications before disclosing KFSH&RC restricted/confidential information.
- Employee who is duly approved to appear in media to represent the Hospital shall be committed to discussing their specialty only throughout the interview/discussion.
- Healthcare Practitioners who provide healthcare-related information without scientific basis and which lead to confusion in society will be subject to disciplinary action by the Saudi Commission for Health Specialties (SCFHS).

Your adherence to the above-subject policy is expected and appreciated.

Thank you.

MIF

CC: 4 Hamoud Alotaibi, Media Affairs Manager, CC

Nasser Alsanea, MD, Acting Director, Corporate Communications, CC

Shareefa Alabdulmunem, Chief Transformation Officer, T-HQ

Layla Alfantoukh, Senior Management Analyst, P&MD