

SANILAC COUNTY COMMUNITY MENTAL HEALTH AUTHORITY

CLINICAL POLICY

NUMBER: RR026

NAME: INDIVIDUAL RIGHTS & RESPONSIBILITIES

INITIAL APPROVAL DATE:	05/28/1996	BY: Sanilac CMH Board
STAKEHOLDERS REVIEW:	06/20/2023	BY: Recipient Rights Adv. Comm.
(LAST) REVISION DATE:	12/15/2011	BY: Recipient Rights Adv. Comm.
(LAST) REVIEW DATE:	06/20/2023	BY: Recipient Rights Adv. Comm.
DISCONTINUED DATE:	N/A	REPLACED BY: N/A

I. PURPOSE

To establish a policy wherein Sanilac CMH staff and recipients understand and embrace the human and civil rights of individuals served and the responsibilities of both parties to meet this expectation.

II. APPLICATION

Populations: **ALL**
Programs: **Direct - ALL**
Contractual - ALL

III. POLICY

It is the policy of Sanilac County Community Mental Health Authority that all individuals served will be treated with dignity and respect. Services will be provided in accordance with the human and civil rights of persons served, with a thorough and supportive understanding of the individuals preferences and desires, and with a focus on the attainment, enhancement, and maintenance of optimal ability and independence for each individual.

IV. DEFINITIONS

None

V. STANDARDS

- A. All staff will provide services consistent with the rights of individuals served as defined in the Michigan Mental Health Code and other applicable law, the Michigan Department of Mental Health Administrative Rules, Sanilac County Mental Health Authority policies, and the Recipient Bill of Rights (attachment).
- B. All individuals served will have the responsibility to assist and participate in services as follows:
 - 1. To provide accurate and complete information in areas pertinent to treatment services.

2. To participate in assessment and treatment planning activities, and identification of treatment goals and strategies.
3. To formally indicate their consent to the Person-Centered Plan developed with their participation.
4. To perform those activities identified as their responsibility in their Individual Plan of Service.
5. To assist Sanilac County Community Mental Health Authority in obtaining payment for services through pursuing eligibility for benefits or compliance with private payment determinations.
6. To treat agency staff with courtesy and respect.
7. To inform Sanilac County Community Mental Health Authority of any problems or dissatisfaction with services through report, complaint, grievance or appeal procedures, or other appropriate mechanisms.

VI. **ATTACHMENTS**
Recipient Bill of Rights

VII. **REFERENCES**
Mental Health Code 330.1704, 330.1708, 330.1712, 330.1748, 330.1804
Form 0223-Individual Rights and Responsibilities

Sanilac County Community Mental Health Authority

Recipient Bill of Rights

Sanilac County Community Mental Health Authority is strongly committed to the provision of quality Mental Health services, which:

- meet or exceed the expectations of recipients;
- are committed to helping individuals achieve their goals;
- promote options for growth and community integration;
- facilitate self-sufficiency and independence, while recognizing the need to temper risk with health and safety considerations.

Recipients have the right to:

- ◆ Participate in the development of a person-centered plan based on their individual needs and desires and that are suited to their condition
- ◆ Choose those individuals they wish to participate in their Person-Centered Planning meeting
- ◆ Receive services which promote options for growth and are provided in a safe, sanitary and humane treatment environment
- ◆ Participate in community life and interact with family, friends and others in the community who provide natural support for them
- ◆ Receive confidential treatment rendered with dignity and respect
- ◆ Receive supports necessary to live in an environment of the individual's choosing
- ◆ Exercise and enjoy civil, constitutional and human rights
- ◆ Participate in an individual driven system which provides recipients with choice and decision making in the design and evaluation of services
- ◆ Receive notification of and assistance with resolving disputes and the use of the Grievance & Appeals system
- ◆ Have services provided in the least restrictive setting that is available and appropriate to meet their needs.

Sanilac County Community Mental Health Authority is committed to assist the individual with the resources necessary to carry out the person-centered plan beginning with natural supports and community resources available to all citizens and finally the resources of the SCCMHA system.

Resources to be accessed include but are not limited to the following:

- ◆ Food
- ◆ Shelter
- ◆ Medical Care
- ◆ Educational Opportunities
- ◆ Legal Services
- ◆ Inpatient Services
- ◆ Residential Services
- ◆ Dental Services
- ◆ Rehabilitative Services
- ◆ Vocational Services including Supported Employment
- ◆ Transportation Services
- ◆ Case Management to provide access to services
- ◆ Other necessities of life