

<i>Policy Name</i>	Rights of Individuals Receiving Services
<i>Effective Date</i>	December 29, 1980
<i>Approved by</i>	Linda L. Carney, President/CEO
<i>Most Recent Revised Date</i>	August 18, 2016

Policy: All individuals receiving services from Career Opportunity Development, Inc. have rights that shall not be violated by CODI staff, board of directors, or volunteers. Rights shall be received within five (5) days of admission.

Procedure: It shall be the responsibility of staff, board of directors, and volunteers to ensure the following consumer rights are maintained. The right to:

1. Receive services without discrimination or harassment due to race, color, creed, religion, sex, gender non-conformance, actual or perceived sexual orientation or gender identity, ancestry, age, and national origin, marital status, domestic partner or civil union status, sexual orientation, military status, political belief, atypical hereditary cellular blood trait, disability [including alcoholism or substance abuse, obesity, HIV and/or AIDS] who may or may not be in treatment and/or recovery from substance addiction with legitimately prescribed medication[s] or other status protected by applicable federal or state statutes, or the ability to pay the Residential Service Fee;
2. Receive services free of humiliation and/or neglect;
3. Be protected from financial exploitation;
4. Be treated in a professional manner. Receive services provided honestly and ethically reflecting values such as fairness, respect, courtesy, dignity, and good faith;
5. Express individual opinions and feelings without retaliation;
6. Be free from corporal punishment;
7. Be free from involuntary labor;
8. Treatment in the least restrictive setting, free from physical restraints and isolation;
9. Not to be presumed incompetent;
10. Reasonable accommodations for practice of the religion of their choice or the right to abstain from religious practices;
11. Have access to adequate emergency medical treatment;

12. Request information and actively participate in development of individual service plan;
13. Least restrictive conditions necessary to achieve treatment/services goals;
14. Review consumer EPHI/PHI and request revision of information;
15. Present a grievance and receive a response as outlined in the Grievance Procedure without retaliation;
16. Have access to interpreter services to assist in communicating with agency personnel;
17. Not to be included in research project or studies unless notified in writing prior to admission or enrollment that they will be included in research project and extent to which they will be included. In addition it is understood that participation in research project is strictly voluntary and CODI shall endeavor to ensure project is conducted in an ethical manner. CODI will also require researchers to sign a statement that research will be conducted in an ethical manner.
18. Staff shall hold in confidence all information obtained through written records or daily interaction;

In addition while receiving residential services at Career Opportunity Development, Inc. (CODI) residential consumers have the right to the following:

Revised:12/11/13

RIGHTS REQUIRED TO BE DISTRIBUTED AND POSTED (VERBATIM)

1. The right to be free from unnecessary or excessive medication (see N.J.A.C. 10:37-6.54)
2. The right to not be subjected to non-standard treatment or procedures, experimental procedures or research, psycho-surgery, sterilization, electro-convulsive therapy or provider demonstration programs, without written informed consent, after consultation with counsel or interested party of the client's choice.
 - i. If the client has been adjudicated incompetent, authorization for such procedures may be obtained only pursuant to the requirements of N.J.S.A. 30:4-24.2(d)2.
3. The right to treatment in the least restrictive setting, free from physical restraints and isolation.

4. The right to be free from corporal punishment.
5. The right to privacy and dignity.
6. The right to the least restrictive conditions necessary to achieve the goals of treatment/services.

RESIDENTIAL RIGHTS (VERBATIM)

- i. The right to normal opportunities for interaction with members of the opposite sex or same sex;
- ii. The right of a client to wear his/her clothes; to keep and use his/her personal possessions including toilet articles; and to keep and be allowed to spend his/her own money for expenses and purchases;
- iii. The right to have access to individual storage space for his/her private use;
- iv. The right to see visitors each day;
- v. The right to have reasonable access to and use of telephone, both to make and receive confidential calls;
- vi. The right to have ready access to letter writing materials, including stamps, and the right to mail and receive unopened correspondence;
- vii. The right to regular physical exercise several times a week;
- viii. The right to be outdoors at regular and frequent intervals, in the absence of medical considerations;
- ix. The right to practice the religion of his/her choice or abstain from religious practices. Provisions for such worship in Inpatient Care shall be made available to each person on a nondiscriminatory basis;
- x. The right to receive prompt and adequate medical treatment for any physical ailment.