

PROGRAM POLICY - ICF/DD-H

- 1 The following is a list of rights and responsibilities for all supported persons served in OPTIONS ICF/DD-H programs. ICF/DD-H staff will be responsible for ensuring that every person is able to understand and exercise his/her rights and responsibilities.
 - 1.1 Rights
 - 1.1.1 You have a right to learn things that will help you do your best; things like cooking or how to live in an apartment or how to work.
 - 1.1.2 Your Interdisciplinary or ID Team will put together what we call an Individual Service Plan or ISP. The ISP explains the behaviors, adaptive living skills, medical and/or other needs that will be addressed. You will be an important member of the ID Team.
 - 1.1.3 You may request an ID Team meeting at any time.
 - 1.1.4 You have a right to go to classes and learn things like reading and writing.
 - 1.1.5 You have a right to have people treat you with care.
 - 1.1.6 You have a right to be by yourself when you want to be.
 - 1.1.7 You have a right to be with people who do not have disabilities.
 - 1.1.8 You have a right to see a doctor when you need to see one, without waiting for a long time.
 - 1.1.9 You have a right to go to any church or synagogue you want to or to stay home and not go to a church or synagogue.
 - 1.1.10 You have a right to go places and be with people of your choosing.
 - 1.1.11 You can have your family or friends visit you at the program.
 - 1.1.12 You have a right to exercise and have fun.
 - 1.1.13 You can look at your personal records at any time. If you wish, staff will explain the contents to you.
 - 1.1.14 You can send and receive mail by yourself. We will offer you assistance upon your request.

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- 1.1.15 You can make and receive phone calls in private. We will offer you assistance upon your request.
- 1.1.16 You cannot be tied down or locked in a room.
- 1.1.17 You only have to take as much medicine as you really need and as prescribed by your doctor.
- 1.1.18 People cannot do things that are bad for you and they must spend some time with you to make sure that you are doing okay and that you are getting the services you want and need.
- 1.1.19 You have all the other rights that non-disabled people in the United States have.
- 1.1.20 You should not do things that get in the way of the rights of other people.
- 1.1.21 You have a right to be treated like everyone else.
- 1.1.22 You have a right to wear your own clothes.
- 1.1.23 Disabled people have the right to help each other in any way they can.
- 1.1.24 If you choose to perform any work for us not addressed in your ISP, you will be reimbursed at least the minimum wage for your work.
- 1.1.25 If you do not like what we do, you can talk to the QMRP:

Name: _____
800 Quintana Road
Morro Bay, CA 93442
(805) 772-6066 or (805) 772-5131 or (805) 461-3401

You may also contact your Regional Center Case Manager:

Name: _____
Tri-Counties Regional Center
3450 Broad St. # 111
San Luis Obispo, CA 93401
(805) 543-2833

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You may also want to talk to the local Department of Health Services representative:

Name: _____
Licensing and Health Services
1889 N. Rice Ave., Suite 200
Oxnard, Ca 93030
(805) 604-2926

1.2 Responsibilities

- 1.2.1 You are with us because the ID Team believes it can help you. If it cannot help you, the ID Team will assist you in finding an alternative placement.
- 1.2.2 You cannot remain in the program if you do not work on the objectives that are written in your Individual Service Plan (ISP).
- 1.2.3 When you are not doing what we think you can do to help yourself, we will request an ID Team meeting to address this issue.
- 1.2.4 You pay us to help you, or someone else pays us to help you. You cannot remain in the program if these payments stop.
- 1.2.5 Nobody can do everything they want to do all of the time. Try to avoid doing things that will cause other people to worry or get hurt.
- 1.2.6 We ask that you give us information that will help us to help you.
- 1.2.7 You are encouraged to contact your family and friends before it gets too late in the day. Unless there is an emergency, your family and friends should not contact you too late in the day.
- 1.2.8 Do not keep or use things that are dangerous. Some things that are dangerous are guns, knives, drugs and alcohol.
- 1.2.9 You are required to give us thirty days notice if you want to leave the program.
- 1.2.10 Do not do things that are dangerous to yourself or others. Before you make a decision, first think about the consequences.

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- 1.2.11 Do not verbally or physically hurt or frighten others.

- 1.2.12 If you want extra medical, dental, psychological, or any other services not covered by Medi-Cal, you may have to pay for these services yourself or find someone who will pay for them. If you choose your own doctor or dentist, you may have to pay that person yourself or find someone who will pay them.

- 1.2.13 Do not do things that will make you sick or keep you from getting better. If you hurt yourself or someone else, the ID Team will meet to decide if this is the appropriate placement for you.

- 1.2.14 Allow other residents to have time and space to themselves.

- 1.2.15 Respect other residents' personal property and do not use things that belong to them without their permission.

- 1.2.16 Take good care of your clothes and personal belongings.

- 1.2.17 Tell us where you are going when you leave the house and when you will return.

- 1.2.18 Help with daily chores like preparing meals, setting the table, cleaning the house (including your room), etc.

- 1.2.19 Keep your money and valuable belongings in a safe place.

- 1.2.20 Listen to your stereo or TV at a volume that does not disturb other people.

- 1.2.21 Follow the House Rules.

POLICY DATE: February 1996
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