

BOARD POLICY - Executive Limitation

- 1 The OPTIONS Family of Services, Inc. Board of Directors recognizes the importance of providing environments which produce training and service objectives of the organization. With respect to interactions with persons receiving services and their family members, the CEO shall not cause or allow conditions, procedures, or decisions that are unsafe, undignified, unnecessarily intrusive, or that fail to provide appropriate confidentiality or privacy. Accordingly, the **CEO shall not:**
 - 1.1 Use service forms that elicit information from persons receiving services for which there is no clear necessity.
 - 1.2 Use methods of collecting, reviewing, transmitting, or storing information about persons receiving services that fails to protect against improper access to the materials.
 - 1.3 Maintain facilities that fail to provide a reasonable level of privacy.
 - 1.4 Maintain facilities that fail to provide a reasonable level of safety. Procedures and methods that may harm persons receiving services are forbidden.
 - 1.5 Fail to establish, with persons receiving services, a clear understanding of what may be expected and what may not be expected from services offered, including clear individualized expected measurable outcomes for services provided to persons.
 - 1.6 Fail to be fair in making admission and service decisions that are not discriminatory in terms of race, color, national origin, religion, sex, sexual preference, age, or disability. Note, a persons disability may be assessed as to its qualification for a particular service specifications.
 - 1.7 Fail to inform persons receiving services of this policy or provide a grievance process to those who believe they have not been accorded a reasonable interpretation of their rights under this policy.

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9-13-11