

This Two-Sided Document includes necessary additions/supplemental material for orientation of persons served and includes some additional Client's Rights not in the Member Handbook:

Seclusion and Restraint

The Centered Spirit does not use seclusion or restraint in any of its programs or sites. Instead, the program clinicians work toward building positive relationships with all persons served and empowering clients to be responsible for appropriately managing their own behavior.

Use of Tobacco Products

The use of tobacco products is not permitted inside any CSP program location. In some programs tobacco products may be used in designated locations only. Ceremonial tobacco is allowed with permission.

Policies Regarding Weapons Brought onto the Premises

CSP does not permit weapons in any facility. The CSP safety policy is posted in visible areas for all clients to see and indicates that weapons are not allowed in the buildings. If a client brings a weapon(s) into a CSP facility, they will be asked to leave and may not be permitted to return unless the weapon(s) has been relinquished or returned to their home. All CSP programs reserve the rights to call Tribal or local Police if a situation is perceived as unsafe for staff or clients, or visitors.

Policies Regarding Licit and Illicit Substances Brought onto the Premises

CSP clients may not bring illicit drugs or alcohol into any program. If Clients are discovered to have illicit drugs or alcohol in their possession, they will have the drugs or alcohol disposed of in the presence of two employees. CSP Clients participating in alcohol and drug treatment programs, including CSP outpatient programs, PATH, TTP, or are also subject to the consequences of illicit drug possession and/or use associated with their treatment program rules. All CSP Clients are responsible for the safe management of licit drugs (OTC, Prescription) brought into the building. Safe Management refers to keeping OTC and prescription medications on their person or appropriately stored in a childproof container, in a locked file cabinet, to ensure the safety of others. Prescription Medications are only allowed if they are in the possession of the person for whom they are prescribed or per residential treatment rules.

Facility Tour

As part of your orientation you will be given a tour of the facility so that you are aware of the emergency exits and emergency exit maps, location of first aid kits and fire extinguishers, and can review our posted safety policy regarding your expected participation in safety drills.

Participation in treatment For Adults and Children with Parents/Guardians

You will be asked to be an active participant in your all aspects of your care. After your intake, you will be taking part in a psychosocial assessment that will help staff know about your needs and how to develop an initial treatment plan to help address your immediate needs. You will provide the clinician with information about your current issues, history, and previous treatment experiences. Together, with the information you provide an initial care plan will be developed. If the situation is urgent, a crisis plan may be developed and implemented on the day of your appointment. Next, when you meet with your assigned counselor you will continue to complete an assessment, implement your initial plan and begin to develop a new comprehensive treatment plan to address your needs and to consider any needs beyond the program for which appropriate referrals might be needed. If you like, you may include others in your care. Throughout the assessment and treatment planning process, your input is valued. You are encouraged to talk with our staff or leadership about any concerns you might have about your care, or any suggestions you may have about how we can improve services at CSP.

Client Rights

You have the right to:

- ◆ Receive a written list and verbal explanation of your rights before treatment begins.
- ◆ Be treated fairly and with respect regardless of race, ethnicity, religion, mental or physical disability, sex, age, sexual preference or ability to pay.
- ◆ Participate in making your individual service plan.
- ◆ Include any persons you wish in your treatment.
- ◆ Have your protected health information kept private.
- ◆ Receive services free of humiliation, neglect, or exploitation of any kind.
- ◆ Informed consent and expression of choice regarding services received, your clinical team, and the release of information about your care.
- ◆ Receive good care from providers who know how to take care of you.
- ◆ Receive services in a safe place.
- ◆ Agree to or refuse treatment services, unless they are court ordered.
- ◆ Get information in your own language or have it translated.
- ◆ File a complaint, appeal, or grievance without penalty.
- ◆ Review your record upon written request as permitted by law and under guidance or program staff.
- ◆ Choose a provider within the Provider Network.
- ◆ Discuss with your counselor any information concerning diagnosis, treatment, alternatives to treatment, prognosis, use of crisis procedures and any restrictions of rights and to be offered or referred for recommended care.
- ◆ Ongoing communication of Client's Rights in a manner that is clear and understandable and is your own language.
- ◆ Safety and privacy in all aspects of treatment, including right not to be photographed, recorded, or fingerprinted without consent.
- ◆ Be free from restraint or seclusion of any form, used as a means of coercion, discipline, convenience, or retaliation.
- ◆ Have personal and private property treated respectfully and not subject to misappropriation.
- ◆ Refuse to acknowledge gratitude to CSP through written statements, other media or public gatherings.
- ◆ Refuse to perform labor for CP or to be compensated according to state and federal law for labor that primarily benefits CSP.
- ◆ Be treated in a tobacco-free facility.
- ◆ Participate or refuse to participate in research and to give informed consent in writing, refuse to give informed consent, or withdraw informed consent to participate in research studies or in treatment that is not professionally recognized.
- ◆ Request to view copies of all recent accreditation and licensure inspections and corrective actions.
- ◆ Use your rights with no negative action by the Arizona Department of Health Services or Pascua Yaqui Centered Spirit Program.
- ◆ The same civil and legal rights as anyone else.