

**Rights as a Participant of Raintree Children and Family Services
Family Services' Support Coordination/Early Steps Program**

You are an important and worthwhile person, and you are to be treated with dignity and respect. You have certain rights and the following are some of these rights:

1. **CIVIL RIGHTS** – No one shall be segregated or denied participation in the program because of race, creed, national origin, religious affiliation, political beliefs and veteran status.
2. **CONFIDENTIALITY** – Your identity and identifying information about you will not be released without your written permission and/or the written permission of your parent or guardian.
3. **PROGRAM CHANGES AND DEVELOPMENT** – You have the right to suggest program changes or provide recommendations to Raintree staff at any time.
4. **MEDICAL** – You will be given all knowledge of your medical/health conditions by your physician(s) unless your physician(s) document that this knowledge is not in your best interests. You will be given the opportunity to participate in planning your total care and medical treatment. You will be given the opportunity to refuse treatment.
5. **INCOMPETENCE** – In the event that you shall be adjudicated incompetent, your rights and responsibilities will pass to your guardian or next of kin.
6. **TRANSFERS AND DISCHARGES** – You can be transferred or discharged from Raintree for upon your request or that of Medicaid or Early Steps.
7. **ACCESS** – As a participant, you have the right to access information in your record by making a written request to the Administrative Office of Raintree.
8. **SERVICE DELIVERY** – As a participant, you have the right to work with competent, capable and well trained staff. In addition, you have the right to be informed of the details of the services you are receiving including the program's responsibilities and requirements in service delivery.
9. **COMPLAINTS AND RECOMMENDATIONS** – You will be encouraged and assisted in using your rights as a participant to file a complaint or recommendation about the policies and services of Raintree, without interference or consequence.

The following is the procedure for a recommendation or grievance:

Discuss the complaint/recommendation with the relevant staff.

If a resolution cannot be made, write a statement of the grievance and submit it to the supervisor. If dissatisfaction continues, present the statement to the Executive Director. A written decision will be given within 3 days

Raintree House Participant's Rights

Policy: Raintree shall not violate on the participants' rights or restrict them in any way unless such restriction is necessary to the participant's individual service plan. When individual rights restrictions are implemented, Raintree shall clearly explain and document any restrictions or limitations on those rights. The documentation shall be signed by Raintree House staff, the participant and the participant's legal guardian(s) or parent(s) if indicated.

You are an important and worthwhile person and you are to be treated with dignity and respect. You have certain rights and the following are some of these rights:

1. **Civil Rights** – No one shall be segregated or denied participation in the program because of race, creed, national origin, sexual orientation, physical limitations, religious affiliation, political beliefs or veteran status or any other non-merit-factor. Raintree complies with the American Disability Act.
2. **Religious Freedom** – You have the right to go to the church of your choice.
3. **Clothing and Personal Possessions** – You have the right to keep your own clothing and approved personal property.
4. **Money** – Money brought to Raintree House is kept for you until the completion of your trust period. During trust, you will be allowed to spend it with staff supervision. You will receive a weekly allowance to buy what you want. Receipts are not required. You are responsible for the money. Supervised spending of allowance money is required if you have been involved in a runaway occurrence. On supervised spending, the house manager holds the allowance money but you are allowed to choose what you want to buy. Receipts are not required. If relatives or friends want to give you money, they must give it to the staff first. The staff will deposit it into your Raintree savings account. If relatives have not asked that you buy a special item, you can spend it on what you want. If you are on supervised shopping or supervised spending, you are asked to follow those rules. Receipts are not required.
5. **Privacy** – You have the right to privacy in your bedroom. The residential counselor shall respect this privacy while at the same time providing adequate supervision according to your changing needs.
6. **Confidentiality** – Your identity and identifying information will not be released without your written permission and/or the written permission of your parent or guardian.
7. **Contact and visits with family** – You have the right to talk and visit with your family unless restricted by court order.
8. **Telephone** – You have the right to talk on the telephone. You are expected not to abuse others during telephone conversations i.e cursing someone on the phone. If you are on phone

restriction and you want to call your family, state worker, attorney, probation officer or judge, your residential counselor will get that person on the phone and then hand the phone to you.

9. **Mail** – You have the right to send and receive all of your mail unopened.
10. **Contact and visits with peers** – You have the right to talk and visit with your peers and family in accordance with your Plan for Success and your DCFS case plan.
11. **Discipline** – A copy of the Participant’s Rights will be available to you. You will not be hit, verbally abused, or receive cruel or unusual punishment. The refusal of food, mail and/or contact with your family cannot be used as punishment.

Denial of sufficient sleep, except under a physician’s order will not be used. You will not be required to remain silent for a long period of time, or denied shelter, warmth, clothing or bedding. Assignment of harsh physical work cannot be used as punishment. Physical exercise or repeated physical motion is prohibited as punishment. You will not, as a group, be punished for actions committed by another foster child or family member.

12. **Seclusion** – will not be used.
13. **Restraints** – Physical holding will only be used to protect the participant from physical injury to himself or others. Physical and chemical restraints will not be used as punishment.
14. **Medical** – You will be given all knowledge of your medical/health conditions by your physician(s) unless your physician(s) document that this knowledge is not in your best interests. You will be given the opportunity to participate in planning your total care and medical treatment. You will be given the opportunity to refuse treatment.
15. **Incompetence** – In the event that you shall be adjudicated incompetent, your rights and responsibilities will pass to your guardian or next of kin.

16. **Transfers and Discharges** – You can be transferred or discharged from your placement for the following reasons:

- ❖ Medical reasons
- ❖ Returned to biological family or home
- ❖ Need more intensive care
- ❖ Move to an adoptive home
- ❖ Move to Independent Living

17. **Complaints and Recommendations** – You have the right to file a grievance. Please refer to the grievance procedure and complaint policy.

Raintree Family Care
Your Rights as a Participant of Family Care

Policy: Raintree shall not violate on the participants' rights or restrict them in any way unless such restriction is necessary to the participant's individual service plan. When individual rights restrictions are implemented, Raintree shall clearly explain and document any restrictions or limitations on those rights. The documentation shall be signed Raintree staff, the participant and the participant's legal guardian(s) or parent(s) if indicated.

You are an important and worthwhile person and you are to be treated with dignity and respect. You have certain rights and the following are some of these rights:

18. **Civil Rights** – No one shall be segregated or denied participation in the program because of race, creed, national origin, sexual orientation, physical limitations, religious affiliation, political beliefs or veteran status or any other non-merit-factor. Raintree complies with the American Disability Act.
19. **Religious Freedom** – You have the right to go to the church of your choice.
20. **Clothing and Personal Possessions** – You have the right to keep your own clothing and approved personal property.
21. **Money** – When entering the Raintree Family Care Program, you agree to help the participant manage his/her personal money. You can help the participant purchase clothing, personal items and other necessary articles in accordance with Raintree's allowance policy.
22. **Privacy** – You have the right to privacy in your bedroom. The foster parent shall respect this privacy while at the same time providing adequate supervision according to your changing needs.
23. **Confidentiality** – Your identity and identifying information will not be released without your written permission and/or the written permission of your parent or guardian.
24. **Contact and visits with family** – You have the right to talk and visit with your family unless restricted by court order.
25. **Telephone** – You have the right to talk on the telephone. You are expected not to abuse others during telephone conversations i.e. cursing someone on the phone. If you are on phone restriction and you want to call your family, state worker, attorney, probation officer or judge, your foster parent will get that person on the phone and then hand the phone to you.
26. **Mail** – You have the right to send and receive all of your mail unopened.
27. **Contact and visits with peers** – You have the right to talk and visit with your peers and family in accordance with your Plan for Success and your DCFS case plan.

28. **Discipline** – A copy of the Participant’s Rights will be available to you. You will not be hit, verbally abused, or receive cruel or unusual punishment. The refusal of food, mail and/or contact with your family cannot be used as punishment.

Denial of sufficient sleep, except under a physician’s order will not be used. You will not be required to remain silent for a long period of time, or denied shelter, warmth, clothing or bedding. Assignment of harsh physical work cannot be used as punishment. Physical exercise or repeated physical motion is prohibited as punishment. You will not, as a group, be punished for actions committed by another foster child or family member.

29. **Seclusion** – will not be used.

30. **Restraints** – Physical holding will only be used to protect the participant from physical injury to himself or others. Physical and chemical restraints will not be used as punishment.

31. **Medical** – You will be given all knowledge of your medical/health conditions by your physician(s) unless your physician(s) document that this knowledge is not in your best interests. You will be given the opportunity to participate in planning your total care and medical treatment. You will be given the opportunity to refuse treatment.

32. **Incompetence** – In the event that you shall be adjudicated incompetent, your rights and responsibilities will pass to your guardian or next of kin.

33. **Transfers and Discharges** – You can be transferred or discharged from your placement for the following reasons:

- ❖ Medical reasons
- ❖ Foster family’s home situation changes
- ❖ Returned to biological family or home
- ❖ Need more intensive care
- ❖ Move to adoptive home
- ❖ Move to Independent Living

34. **Complaints and Recommendations** – You have the right to file a grievance anonymously or not. Please refer to the grievance procedure and complaint policy.

Children with disabilities have the rights guaranteed to them under the American with Disabilities Act (ADA), 42 U.S.C. 12101 et seq. and regulations promulgated pursuant to the ADA, 28 C.F.R. Parts 35 and 36 and 49 C.F.R. Part 37; 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. 794 and regulations promulgated pursuant thereto, including 45 C.F.R. Part 84. These include the right to receive services in the most integrated setting appropriate to the needs of the individual; to obtain reasonable modifications of practices, policies, and procedures where necessary (unless such modifications constitute a fundamental alteration of the provider’s program or pose undue administrative burdens); to receive auxiliary aids and services to enable equally effective communication; to equivalent transportation services; and to physical access to a provider’s facilities.