



STAFF RESPONSIBILITIES IN SERVING CLIENTS

Staff have a responsibility to provide services regardless of the client's sex, race, religion, color, national origin, disability, or sexual preference to all person who would otherwise be eligible for and in need of Center services.

Staff are responsible for treating all clients with courtesy and respect.

Staff have a responsibility for providing information to the client about his or her plan of care including:

- a) Treatment alternatives
- b) Possible outcomes and side effects of treatment
- c) Treatment recommendations
- d) Treatment cost
- e) Patient rights and responsibilities in the implementation in the treatment plan and process
- f) The Government Data Practices Act
- g) Procedures for reporting grievances
- h) The name and specialty of persons providing the treatment or care

Staff are responsible for providing services in a manner which will insure patient privacy.

Staff are responsible for informing the patient of the information maintained by the center about the patient, the purpose for, or intended use of such information.

Staff are responsible for informing the patient of additional or alternative services needed to assist the patient, and to refer the patient to available services.

Staff have the responsibility to report situations of adult or child abuse that may be evidenced through the course of therapy.

Staff have the responsibility for ensuring the safety of the patient and the community in the staff persons' capacity as a mental health professional and to initiate action required by law to insure such safety.

STAFF RIGHTS IN SERVING CLIENTS

Staff have the right to be treated with courtesy and respect.

Staff have the right to timely notification when appointments will not or cannot be kept.

Staff have a right to privacy during non-work hours, except as otherwise agreed upon by both the therapist and patient, and as necessary for providing emergency services needed to ensure the safety of the patient or the community.

Staff have the right to terminate treatment if there is not sufficient patient agreement and cooperation with the treatment plan to allow for reasonable expectation of positive outcomes.

Staff have the right to seek the professional advice or assistance of other professionals to insure quality of care, consistent with the requirements of the Minnesota Data Privacy Act.