

# **Nurturing Families Network**

## **Home Visiting Family Rights, Responsibilities, and Confidentiality Policy**

### **Program Description:**

Nurturing Families Network Home Visiting is a voluntary home visiting program designed to teach child development, support families, and provide service coordination, and referrals to first-time parents. Weekly home visits are scheduled at each family's convenience.

### **Family Rights and Responsibilities:**

Nurturing Families Network Home Visiting recognizes that families are crucial in the lives of their children. Staff expects that families will participate in all aspects of the program planning, as the decisions made will affect their lives. Nurturing Families Network Home Visiting has established the following policies and procedures so that family rights are protected.

1. The right to ongoing participation in the planning of services to be provided and the development and periodic revision of the service plan.
2. The right to an individualized, written service plan (to be developed promptly after admission), periodic review and reassessment of needs, and appropriate revisions of the plan.
3. The right to refuse or terminate services at any time.
4. The right to referral, as appropriate, to other provider's services at any time, including upon discharge from the program.
5. The right to access, upon request, one's own record.
6. The right to confidentiality of records. Record will be made available only to those individuals who monitor the program such as funders and credentialing organizations. This review of records will only be used to determine the program's compliance to work plans and critical elements.
7. The right to report any dissatisfaction with the program (including content or personnel) to the program manager. All complaints and/or grievances will be handled according to program policy.

I would like to participate in the Nurturing Families Network Home Visiting program. I understand that all Nurturing Families Network Home Visiting employees are mandated child abuse reporters. If they have any reason to believe that my child is being abused or neglected, a report will be made to the appropriate agency or police.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Witness Signature: \_\_\_\_\_ Date: \_\_\_\_\_