

# RIGHTS POLICY

Each individual receiving services from Adult Learning Systems-LM has rights which will be protected by everyone associated with the company. Among these rights, each person (and his/her family or legal guardian) shall:

- Be treated with dignity and respect.
- Be free from neglect, retaliation, humiliation and financial or other exploitation.
- Have civil rights which include the right to an education, to vote, and to be free from discrimination.
- Consent to treatment and services, which includes the right to request changes to treatment and to refuse unauthorized treatment.
  
- Be able to file a complaint or grievance at any time and it will not result in retaliation or barriers to services.
- Live in the least restrictive environment.
- Have the right to refuse to be fingerprinted, photographed, audio taped or use of one-way glass.
- Have the right to express their sexuality in a socially appropriate manner that respects the dignity and privacy of all others in the residence.
  
- Be assured of adequate food, housing, clothing, medical, health, and support services.
- Have assistance where needed with all personal care in a private and dignified manner.
- Be assured of environmental rights which include but are not limited to: wearing one's own clothing; a clean environment; a safe place; an adequate nutritional diet; community outings; clean and private bathing facilities; hot and cold water; clean clothing and linens; adequate bedroom and living space; opportunities with interaction with the opposite sex; opportunity to shop for one's own personal needs and retain personal possessions.
  
- Have access to community resources including recreation, self help and advocacy support services, agency services, employment and alternatives to employment and legal services.
  
- Have the freedom to manage and utilize his/her personal finances (with assistance if needed). Have these finances safeguarded and be free from financial exploitation.
  
- Maintain privacy through confidential use of all individualized program information.
- Enjoy the freedom of association and correspondence.
- Receive equal pay for equal work.
- Have access to his/her program information (files) according to ALS-LM policy.
- Have all information in order to make my own decisions.
- Express personal choices at all times.
- Have freedom to participant in social and religious activities.
- Have access to the Recipient Rights Officer's name and phone number, along with all rights information.