

Human Rights Policy



Date effective: 9/1/04
Revisions: 9/1/08, 11/21/14, 02/19/15, 2/14/17, 2/4/19, 11/21/22
Review Date: 11/21/22
HRC Review: 12/7/22

Applies To: all

Policy Number: 6.0.44
Regulatory Reference: 115 CMR 5.00
115 CMR 9.00
Pub.L. 104-191 (HIPAA)

S:\Agency Policy\6 - Program Related Policies and Procedures\6.0.44 Human Rights Policy

Communitas is committed to protecting and promoting the rights of the people supported by our agency. This commitment extends to choice in service delivery and support teams as well as the protections of privacy and the values of respect and dignity for all people. The agency maintains a Human Rights Committee which meets quarterly to review Communitas' Human Rights systems, ensure that employees and people supported are trained, and to provide advice in their areas of expertise as it relates to the rights of people with developmental or intellectual disability. Each program will maintain a Human Rights Officer, and this information will be posted with the name and picture of the officer for that program. The Officer will be available to meet with employees or people supported by the program when needed. Names and contact information for each program are also maintained on the Communitas website.

People supported in Communitas programs and their families receive training and information on their Human Rights when they start, which includes an introduction to their program's Human Rights Officer. The Human Rights Officer for each program will meet regularly with people supported in the program to discuss Human Rights issues with them.

Additionally, the Human Rights Officer for each program will retrain people supported in the program at least annually, and this training will be tailored to the needs of the individual and will be presented in a way that makes sense to that individual. Documentation of Human Rights Training will be maintained in the person's file. This training will include, but is not limited to:

- Informed Consent (*also see 6.0.21 Informed Consent*)
- Right to refuse
- Expression of choice regarding service delivery, concurrent services, and composition of service delivery team
- Right to be free from retaliation or barriers to service if a grievance or complaint is filed (*also see 6.0.18 Complaint Process of People Supported in Communitas Programs*)
- Right to be protected from arbitrary eviction or expulsion from Communitas -managed programs
- External review of any grievances, in a timely fashion, timeframes for review, written notice of disposition of review, actions to be taken, availability of advocate or other assistance (*also see 6.0.18 Complaint Process of People Supported in Communitas Program*)

The Human Rights Officer will also train each employee annually, and that documentation will be maintained at the Main Office in the employee's training folder. Training for families is done annually as part of the satisfaction survey process.