

YOUR HUMAN RIGHTS

Shore Educational Collaborative



DISCRIMINATION

You may not be discriminated against because of your race, gender, age, religious beliefs, citizenship status, sexual orientation, disability, or financial status. Everyone should always be treated equally and fairly.

RELIGION

You have the right to freedom of thought and religion. This right includes the freedom to change your religion or belief, and the freedom to practice and observe your religion.



VOTING

If you are a U.S. citizen (either by birth or naturalization), meet state residency requirements, and are at least 18 years old, you have the right to vote. You also have the right to reasonable assistance with registering to vote, getting to the polls and casting your vote.

ACCESSIBILITY

You have the right to a barrier-free program. This includes the right and ability to access all places within the program; as well as the right to access information and activities in ways that best suit you. You have a right to accommodations that enable you to do the same things as everyone else.



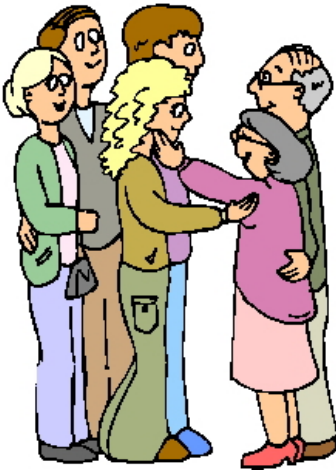


COMMUNICATION

You have the right to reasonable access to a telephone to make and receive calls, and you have the right to privacy while you use the phone. You have the right to receive assistance, if you need it, to make and receive calls.

You have the right to send and receive mail. No one else may open or read your mail unless they have your permission. You have the right to

communicate with others and to receive assistance, if you need it, to correspond with others through mail, email, social media, text or phone.



VISITING

You have the right to receive visitors during day program hours from your family, friends, attorney, advocates, doctors or clergy. You also have the right to refuse visitors. You have the right to meet with your visitor(s) in private. In certain circumstances, visitors may be restricted from seeing you, or meeting with you in private, if the visit could harm you in some way. You or your visitor have the right to appeal decisions in which a visit is denied or restricted.

BASIC GOODS AND SERVICES



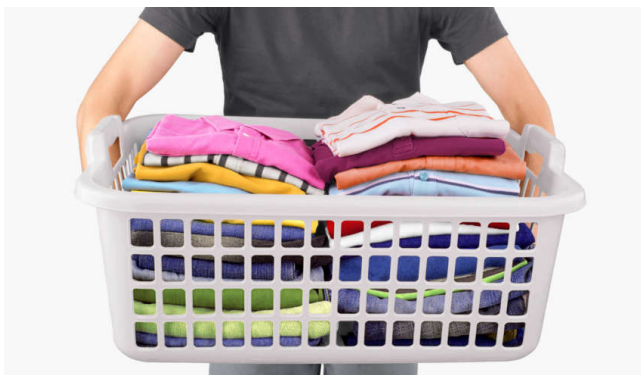
You have the right to nutritious meals and snacks. You should be given choices regarding the foods you eat. You should be allowed to participate in grocery shopping and meal planning so that you can enjoy the foods and drinks that you like. Your doctor may make recommendations to protect your health that limit or restrict you from having certain kinds of foods and drinks, or require that your food and/or drinks be prepared to a texture that is safer to swallow. If your doctor makes a recommendation that you don't agree with, you have the right to appeal. Your doctor and support team should discuss this with you and try to come up with an acceptable health care plan.

You have the right to exercise and to participate in fun, recreational activities everyday. You should be able to participate in the activities that you like to do.



You have the right to drink water and use the bathroom any time you want. Your support team may help you develop a reasonable schedule if it is in your best interest to do so. Your doctor may also recommend restrictions if you have certain medical conditions to protect your health.

You have the right to socialize with other people. Your support team can help you connect with others, and develop or maintain relationships if you need assistance.



You have the right to your own neat, clean, fashionable clothing that is appropriate to each season and weather condition. You have the right to choose which clothes to purchase and wear, and the right to any assistance you may need to maintain your clothing properly.

If you buy something, it belongs to you and no one can take it away from you. **You also have the right to a private and secure storage space for your belongings. You have the right to purchase, keep, use, or throw away your possessions.** In certain circumstances, the possessions you bring to Shore may be restricted, especially if they could seriously harm you or someone else.



During day program hours, you may be asked to put your belongings away somewhere for safe keeping and limit use to appropriate times in your schedule. The program can keep your belongings locked up in a secure location for you when they are not in use.



PERSONAL MEDICAL TREATMENT

You have the right to see a doctor, dentist, psychiatrist or other healthcare provider whenever you need to. Your healthcare providers should explain to you anything that they may find medically wrong with you, what treatment options are available, and the opportunity to choose your treatment. You have the right to be informed of the risks and side effects of any healthcare treatment. You have the right to refuse treatment, except in life-threatening, emergency situations. The nurses at Shore are dedicated to supporting your medical needs and advocating for your right to quality healthcare.

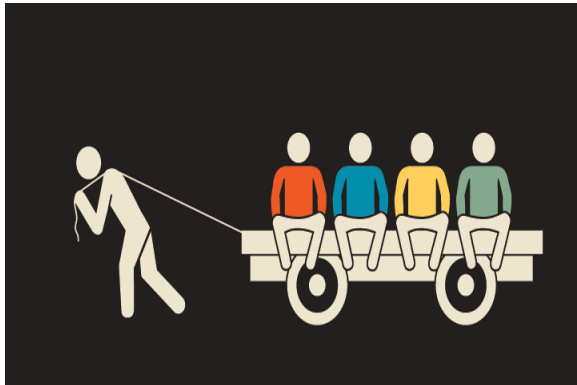
FUNDS

You have the right to manage and spend your money. You may have a guardian, conservator or representative payee appointed to assist you with managing your money responsibly. Assistance with your money must be provided in the least restrictive manner possible to meet your needs. Records must be kept of all the financial transactions made on your behalf and you may have access to these records at any time. Your money can only be used for your benefit, in accordance with your preferences, and cannot be used for items or services that the program is supposed to provide for you.



LABOR

Part of your plan for day program services may include learning and practicing the skills to help you perform typical housekeeping tasks more independently. These activities may include cooking/meal preparation, cleaning and laundry. However, the program cannot use you to work for free to perform jobs that would otherwise be performed by compensated Shore employees. If your service plan includes opportunities for employment, you will be paid fairly (at least minimum wage) for the work that you do. You have the right to refuse to perform work-related tasks at any time.



EXPLOITATION

You have the right to live free from exploitation. *Exploitation is when someone treats you unfairly for their own beneficial gain.* People with disabilities can be especially vulnerable to exploitation, which can take place in many ways. Financial exploitation: When someone is intentionally paid less than other workers doing the same job, or when someone has personal funds removed from their accounts without their

permission. Sexual exploitation: When someone is forced into prostitution. Exploitation for entertainment: When someone is used as a source of entertainment; such as, being physically assaulted by a group or being forced to engage in demeaning activities for the amusement of others. Commercial exploitation: When someone's information or images are used to advertise disability services or as part of a campaign to raise money. No one may use information about you or pictures of you publicly without your informed consent, in writing. You have the right to keep your name, address and photograph private.

RECORDS

You or your guardian have the right to review your records at Shore. Although your records are generally private and not open to public inspection, there are certain instances when your records may be made available to specifically identified people. For example, your attorney, physician, DPPC investigator or professional service accreditation representatives. We document who, outside of Shore personnel, has looked at your confidential records, and you may access this information at any time.





RESEARCH

No one can perform research testing or experiments on you without your permission. **You or your legal guardian have the right to decide if you will participate in any research projects.** If so, you must be asked to provide informed consent in writing. You have the right to say no to taking part in a study or experiment.

PERSON-CENTERED SERVICE PLANNING

You have a right to services that support you in having a healthy, happy and meaningful life. You are the most important person at your service planning meetings and you have the right to make choices regarding the services you receive. **You also have the right to decide who you want to be part of your support team.** It's helpful to have people you trust; who know you well and understand what you like and don't like. The people who support you should give you information that helps you make choices. You can also look to friends, family and people you trust for ideas and advice. They can help you figure out what your goals are and help you to reach them. Let people on your support team know what is important to you. If there is something in your plan that you do not like, let someone know!

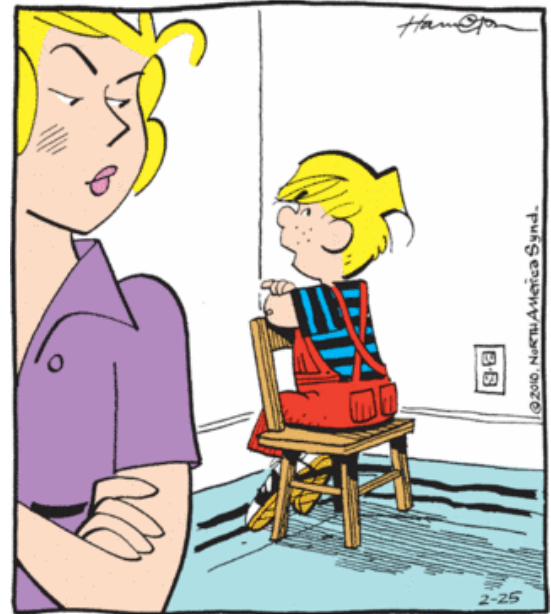


- yes
- no
- maybe

BEHAVIOR MODIFICATION

Behavior modification is a type of treatment that helps many people to grow and reach their maximum potential. **Behavior modification at Shore emphasizes the use of Positive Behavior Support (PBS) strategies.** These strategies should not pose a significant risk of harm to you, or be unnecessarily restrictive or intrusive. **Shore never uses seclusion** (locking you alone in a room). You may be offered the opportunity to relax in a quiet area away from other participants, under the supervision of staff, if you need it. If you routinely engage in a type of behavior that puts you or others at serious risk of harm, a program will be developed, with your input, to support you in reducing

or eliminating the behavior(s) of concern. **Supportive and protective devices** such as helmets, must be prescribed by a physician, approved by you or your guardian, and will only be used in emergency situations in which you are at a substantial risk of serious physical injury. **Physical restraint** refers to when a staff member(s) holds you in a manner that prevents you from moving in a certain way (for example, hitting yourself or others), and is against your will at the time that it is implemented. When not part of your individualized service plan and classified as a level 2 behavior support plan, physical restraint will only be used in an *emergency* situation in which you or others are at a substantial risk of serious physical injury, and less restrictive measures are insufficient or ineffective interventions. Shore staff are trained to implement safe and careful physical holds when less restrictive methods are not enough to keep you or others safe from serious harm. **Chemical restraints are never used at Shore. Mechanical restraints for behavior are never used at Shore.** Your physician may prescribe medication to be administered at day program, as needed, to help reduce your anxiety level. Specific criteria will be outlined in your behavior support plan if medication is part of your treatment. You will never be given “as required” medication (PRN) for staff convenience. You have the right to request and to refuse your PRN medication.



“WOULDN'T IT BE EASIER JUST TO TELL ME WHAT I CAN DO?”

PROTECTION FROM MISTREATMENT

No one is allowed to mistreat you. **Mistreatment is any action, or failure to act, which may put you at risk for physical or emotional harm whether or not this is intentional.** This includes corporal punishment or the threat of it, mental or verbal abuse, encouraging others to mistreat you, transferring you or threatening to transfer you to other programs or service providers for punitive reasons, retaliation for reporting violations of your rights, using physical, mechanical or chemical restraints as punishment procedures or for staff convenience. **You should report any mistreatment against you (or others) to any program staff that you trust and your Human Rights Advocate.** Your program staff must also report any mistreatment, or suspicion of mistreatment, to their supervisors; as well as complying with mandated reporting



guidelines of other monitoring agencies such as the Disabled Persons Protection Commission (DPPC).

RETALIATION



You have the right to report any problems or concerns that you have without being afraid of “getting in trouble”. No one may harm you in any way in order to get revenge upon you. If you are afraid to report something because you fear staff will punish you, tell a staff you trust and your Human Rights Advocate right away!



HOW TO FILE A HUMAN RIGHTS COMPLAINT AT SHORE

If you feel like you have been mistreated in some way, whether at Shore, at home, or while visiting somewhere else, please let someone know right away! You may tell any Shore staff member that you trust and they will assist you to get the help you need. Your Human Rights Advocate is specially trained to support you if you feel your Human Rights have been violated. There is a photo of your Human Rights Advocate on the wall in your assigned program room. You can ask to speak to this person at any time. Additionally, your Program Manager and Program Coordinator will listen to any complaint(s) you may have and support you accordingly. You may also submit your complaint in writing or in person to Shore’s Human Rights Committee. If you have experienced abuse or neglect, or suspect it is happening to someone else, you should report it to the Disabled Persons Protection Commission (DPPC). Your complaint will be thoroughly investigated and, if deemed necessary, steps will be taken to uphold your rights and keep you (or another) safe from further harm.