

**BLUE WATER DEVELOPMENTAL HOUSING, INC.
POLICIES AND PROCEDURES: EMPLOYEE INFORMATION**

SUBMITTED BY: Kathy Baker	DATE SUBMITTED: 06/99	SECTION: Administrative
BOARD APPROVED ON: 08/99	DATE REVISED: 07/14/08, 3/27/2023, 08/12/2026	SUBJECT: Human Rights
ANNUAL REVIEW BY EXECUTIVE DIRECTOR: 10/19/16, 11/21/18, 09/16/2020, 9/16/2022, 3/27/2023, 08/26/2026		POLICY #: EA-004
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I. APPLICATION

The following provisions shall apply to all employees, contractors, volunteers, and organizational practices that may affect the rights, dignity, autonomy, or safety of individuals supported by Blue Water Developmental Housing, Inc.

II. POLICY

It shall be the policy of Blue Water Developmental Housing to maintain a Human Rights Committee (HRC) responsible for protecting and promoting the rights, dignity, and autonomy of individuals supported.

The HRC shall review complaints, rights restrictions, critical incidents, restrictive procedures, and any event or practice that may impact an individual's rights. The committee shall provide independent oversight and make recommendations to leadership to ensure compliance with CARF standards and applicable legislation.

III. DEFINITIONS

Individual Supported: a person for whom BWDH provides services to.

Interested Party: a person in an individual's life, who is interested in their care and well-being (a parent, other family member, or guardian).

Complaint:

- A. As defined in Public Act 149 of 1994, also known as the Vulnerable Adult Act, or as defined in Community Mental Health policy title Recipient Rights.
- B. A disagreement between an individual receiving services regarding the provision of services and/or supports.
 - a. Grievance with BWDH: situation in which the services provided are not satisfactory to the individual and/or interested party.
 - b. Person Center Planning Grievance: a situation in which BWDH's Person Centered Plan is not being implemented satisfactorily, in the opinion of the individual and/or interested party.

Critical Incident: Any event that poses a serious threat to the health, safety, or rights of an individual supported, including but not limited to injury, abuse, neglect, rights restriction, or emergency intervention.

Rights Restriction: Any action or procedure that limits an individual's autonomy, freedom of movement, privacy, or decision-making.

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Restrictive Procedure: Any intervention that limits an individual's rights, including physical restraint, seclusion, intrusive behavioral interventions, or emergency safety interventions.

Emergency Safety Intervention: An unplanned restrictive procedure used to prevent imminent harm.

IV. STANDARDS

The Human Rights Committee (HRC) is responsible for protecting the rights, dignity, and autonomy of individuals supported by BWDH. The HRC shall:

- Review complaints, critical incidents, rights restrictions, and restrictive procedures.
- Identify systemic issues, trends, and training needs arising from case reviews.
- Recommend corrective actions to improve rights protection and service quality.
- Ensure all rights-impacting decisions are justified, documented, and reviewed.
- Conduct ongoing review of HRC practices, processes, and protocols to ensure compliance with CARF standards and legislation.

V. NOTIFICATION/PROCEDURE

WHO

DOES WHAT

Human Rights Committee
Chair

1. Assures that the HRC meets quarterly to review the individual's and/or interested party complaints.

Human Rights Committee
(HRC)

2. Reviews data and makes recommendation(s) to the executive director.

Executive Director

3. Reviews and approves recommendation(s) of HRC.

VI. EXHIBITS

- A. <..\..\Forms\Complaint forms\Human Rights Complaint Form.doc>