



## **PATIENT/CLIENT/PARTICIPANT CODE OF CONDUCT**

Hopewell Health Centers, Inc. ("HHC") adopts this Code of Conduct in order to define acceptable standards of behavior for patients/clients/participant (referred to as Patient within the remainder of this protocol) and to provide a procedure for action whenever there are grounds to suspect that a patient has engaged in disruptive or unacceptable behavior. All patients, as a condition of their continued treatment by an HHC provider, will abide by HHC rules, regulations, policies, and all other lawful standards.

The code of conduct also applies to chaperones and caregivers who may bring the patient into the office for their appointments.

1. Patient will treat all staff members with respect with words, body language, or gestures.
2. Patient will refrain from any form of violence (verbal, sexual, or physical) to any person. This includes sexual, ethnic, or other types of harassment, whether verbal or physical in nature.
3. Patient will be honest and factual with all communication with HHC staff
4. Patient will be considered non-compliant for repeated and/or deliberate violation of HHC rules or policies.
5. Possession of illicit drugs or alcohol on the premises is not allowed.
6. Legal prescriptions and over the counter drugs may be brought on premises and used in their prescribed manner.
7. Our centers are smoke free as of January 1, 2016. Until that time smoking is permitted except within 20 feet of any building access. After that date no smoking will be permitted on the premises.
8. Weapons (including but not limited to firearms) are not allowed within our buildings
9. HHC expects clients to attend all treatment sessions "straight/sober". Attending sessions/appointments "under the influence" may be grounds for restriction of privileges, rights, and services, or termination/discharge.
10. HHC workforce members may transport persons that are "straight/sober". Persons believed to be under the influence at any HHC facility will be given the opportunity to call someone to pick them up; if they leave the facility driving a vehicle, law enforcement will be notified.

## **REPORTS OF DISRUPTIVE BEHAVIOR**

1. If any individual working at HHC reasonably believes that a patient is engaging in disruptive behavior or has broken our Code of Conduct protocol, he or she will discuss directly with the client/patient, document the incident, and advise their immediate supervisor as soon as possible.

## **ACTION**

1. Site Manager/Clinic Director will review the information provided.
2. Site Manager/Clinic Director will interview all staff involved, as well as the patient, chaperone, and caregiver.
3. If patient is determined to be in non-compliance with the patient code of conduct, he or she may be discharged or terminated from the practice.