

## The Right Door for Hope, Recovery and Wellness

Chapter Title	Chapter #		Subject #
Recipient Rights	RR		124
Subject Title	Adopted	Last Revised	Reviewed
Property and Funds (Residential)	3/29/99	01/26/26	12/27/04; 6/26/06; 1/24/08; 12/21/09; 12/27/10; 1/23/12; 3/25/13; 9/22/14; 9/23/15; 6/15/16; 9/13/17; 9/19/18; 10/16/19; 12/14/20; 12/20/21; 12/19/22; 12/18/23; 12/16/24; 12/15/25; 1/26/26

### POLICY

#### Application

This policy shall apply to The Right Door for Hope, Recovery and Wellness and all services operated by or under contract with it.

#### 1. Purpose:

To establish guidelines to ensure that recipients in residential treatment programs have the right to receive, possess, and use all personal property.

#### 2. Policy:

- 2.1. A resident of a center, facility, or hospital is entitled to receive, possess, and use all personal property, including clothing and funds. Exceptions shall be detailed in individual plans of services.
- 2.2. Each residential service provider shall provide a reasonable amount of storage space to each resident for his or her clothing and other personal property. The resident shall be permitted to inspect personal property at reasonable times.
- 2.3. The residential service provider may exclude particular kinds of personal property, such as weapons, sharp objects, explosives, drugs, alcohol, etc.
- 2.4. Limitations to a resident's access to property and funds shall be justified and documented in the plan of service. The limitation shall be removed when no longer clinically justified.
- 2.5. The residential service provider shall provide a receipt for any personal property taken into the possession of the facility to the resident and/or individual designated by the resident.

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2.6. The individual in charge of the plan of service may limit property in order to prevent the resident from physically harming themselves or others or to prevent theft, loss, or destruction of the property, unless a waiver is signed by the resident. **(Waiver would be put into place, pending assessment from clinical staff and consent from guardian.)**

2.7. Any personal property in the possession of the residential service provider at the time of discharge shall be returned to the resident.

### 3. Responsibilities:

3.1. The Recipient Rights Office is responsible for ensuring that procedures to implement the intent of this policy are developed, reviewed, and revised as necessary.

3.2. The staff person in charge of the written plan of service shall ensure the development and implementation of treatment plans involving limitations to a recipient's right to property and funds.

3.3. Staff are responsible for implementing treatment plans.

### 4. Monitoring and Review:

This policy is reviewed by the Recipient Rights Office. It is reviewed and monitored internally by the Recipient Rights Advisory Committee and The Right Door for Hope, Recovery and Wellness Board. It is monitored externally by the MDHHS.

### References:

CEI CMH Policy #3.6.24

MH Code: 330.1728 Personal Property  
330.1730 Money  
330.1732 Accept fund for use of resident

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330.1755 Office of Recipient Rights

CARF: Business Practices Rights of Persons Served  
General Program Standards Orientation

Deborah McPeek-McFadden, Board Chairperson	Date		