

ADMINISTRATIVE POLICY

1 Policy

1.1 Persons who receive services at one of the residential sites operated by OPTIONS may go on visits with staff members, including overnight visits, only with prior approval from the CEO or COO, and with the following understanding:

1.1.1 Staff members hosting such visits acknowledge such a visit is on a voluntary basis and assume liability for the person. OPTIONS will not assume any responsibility or liability for any damages which the person receiving services may inflict on their environment during the visit.

1.1.2 During the visit, the level of supervision must be consistent with the level of supervision normally provided at the program site.

1.1.3 Staff members hosting such visits will display the same behavior and meet the same expectations as when working a paid shift.

1.1.4 It is understood that such visits are unpaid and on a volunteer basis unless other arrangements are made and approved in writing in advance by the CEO or designee.

POLICY DATE: December 2004

REVISED: May 2012

REVISED: April 2014

REVISED: August 2015

REVIEWED: September 2016, October 2017, October 2018