


LAPEER COUNTY COMMUNITY MENTAL HEALTH**Date Issued 11/16/1994****Date Revised 03/29/11, 12/12/17; 01/23/19; 11/16/22**

CHAPTER Human Resources	CHAPTER 05	SECTION 001	SUBJECT 60
SECTION Personnel		DESCRIPTION Personal Relationships with Persons Served	
WRITTEN BY Richard I. Berman, CMHA, Ph.D.	REVISED BY Michelle Gould-Rice QI Supervisor	AUTHORIZED BY  Lauren Emmons, ACSW CEO	

APPLICATION:

<input checked="" type="checkbox"/> CMH Staff	<input checked="" type="checkbox"/> Board Members	<input type="checkbox"/> Provider Network	<input checked="" type="checkbox"/> Employment Services Providers
<input type="checkbox"/> Employment Services Provider Agencies	<input checked="" type="checkbox"/> Independent Contractors	<input checked="" type="checkbox"/> Students	<input checked="" type="checkbox"/> Interns
<input checked="" type="checkbox"/> Volunteers	<input checked="" type="checkbox"/> Persons Served		

POLICY:

Lapeer County Community Mental Health (LCCMH) staff maintains professional relationships with persons served at all times and jeopardizing the wellbeing of the person served is prohibited.

The relationship between staff and persons served must remain compliant with the agency Code of Professional and Ethical Conduct (LCCMH Form #170-B).

PROCEDURES:Gifts:

From time to time, persons served may bring gifts to staff. These may include small, handmade or baked goods, or larger, more expensive gifts. The intent and clinical impact of any gift from persons served to staff may vary from program to program.

- A. No staff may accept from any person served any gift with a value of over \$10.00.

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1. If a person served attempts to give a staff member a more expensive gift, it will not be accepted (or will be returned if it had been mailed or left with someone else).
 2. Staff will inform the person served LCCMH policy prohibits accepting personal gifts from persons served.
- B. All gifts received by staff, either individually, or as a group valued under \$10.00 are listed on a "Gifts Received Log" consisting of a simple listing including date, to whom, from whom, and item (estimated cost may be included as well).
1. A "Gifts Received Log" is maintained by the Human Resources (HR) Department and it is the responsibility of any staff person who received any gift from any person served to report the gift to HR.
 2. Additionally, the person receiving the gift is responsible for notifying the primary therapist or case manager of the receipt of the gift.
 3. Staff should realize that such lists are a requirement of the job and could further serve to protect staff should any person served later make claims about staff taking advantage of them.
- C. The motive behind the gift may vary from person served to person served, and from program to program. Particularly in the Outpatient Program, gifts may become a clinical issue.
1. It will be the therapist / case manager's responsibility to determine if the gift giving should be addressed on a therapeutic level.
 2. The therapist / case manager will also take into account any pattern in gift giving and whether the gift giving is a continuous behavioral pattern.
 3. Consultation with the Program Supervisor may be sought if needed.

Personal Business Transactions:

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- A. Staff are not permitted to conduct business transactions with persons served. Such transactions may include, but are not limited to purchase of vehicles, babysitting or other household or lawn care services, tenant / landlord relationships, fundraisers for school, girl/boy scouts, churches, etc.

Social Relationships:

Staff and persons served may come into contact outside the agency. It is understood that such situations differ among various programs' clientele and with individual persons served.

- A. Staff are expected to not deliberately initiate or encourage friendships, social or romantic relationships with persons served. Excluded are therapeutic reinforcement activities for persons served according to the treatment plan.
- B. Persons served may not be able to make mature, rational judgments, therefore it is the staff member's responsibility to use sound judgment in any such situations and to be certain the person served is not exploited either financially, emotionally, or sexually.
- C. Additionally, staff should be aware under the Michigan Penal Code, it is illegal to have sexual contact with a person who is mentally incompetent or mentally incapacitated and anyone so doing may be subject to criminal prosecution and agency disciplinary action and is reported to state licensing boards for clinically licensed staff.
- D. LCCMH staff are prohibited from being involved in a romantic or sexual relationship with a current or known former person served.
- E. To aid in the treatment process, staff are required to notify their supervisor of any such relationship beyond a casual acquaintance.
- F. The restrictions and prohibitions in this policy are in effect during the staff member's period of employment or contract.

DEFINITIONS:

Sexual Relationship: any words, behavior or actions designed or intended to arouse or gratify sexual desires with a person served, including suggestive humor or any words, behavior or action that could reasonably be interpreted as sexually inappropriate or unprofessional.

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REFERENCES:

Michigan Mental Health Code, Act 258 of the Public Acts of 1974 as amended.
 Use of Social Media, Texts, Email Policy 07.002.30
 LCCMH Code of Ethics

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 This Policy supersedes #03/11015
 #11/94060 dated 11/16/1994.
