

QUINCY VALLEY MEDICAL CENTER 11. 0. h/1 Z- rñ 1r F/A C 0361- C 0373 T)!"'ages: 2		Ref.#	Tag# C 0361- C 0373	Original Date: 1/25/11	Effective Date: 2/01/11	Revised Date: - 5/13/13
APPROVALS IS'IR"ATOR DPARTMENT MANAGER				SUBJECT: <b>Resident Rights</b>		
Manual Distribution:				X Policy	Procedure	Protocol
Originating Department: Social Service Department				Affected Departments: Nursing/Social Services/Activities/ Registration		

## DEFINITION/PURPOSE

The facility protects and promotes the rights of each resident admitted in order to provide a dignified existence, self-determination, and communication with and access to persons and service inside and outside the facility. The facility will protect and promote the rights of each resident.

The resident has the right to exercise their rights as residents and as citizens of the United States. Residents will be free from interference, coercion, discrimination, or reprisal from the facility in their rights. If a resident is adjudged incompetent under the laws of the State, the rights of the resident will be exercised by the individual appointed under State law to act on the residents behalf.

If the resident has not been adjudged incompetent under the laws of the State, but is not able to exercise his/her rights, the attending physician will document the reason in the resident's medical record. Any legal surrogate designated by the laws of the state may exercise the resident's rights to the extent provided by state law.

## PERSONNEL

Resident Rights will be initiated by the Registration department and followed up by the Nursing department, Social Services, and Pt. Advocate/Registrar to ensure that all rights have been signed upon admission into a swing bed. All employees who work in patient care areas will need to know these rights and adhere to them.

## **EQUIPMENT AND SUPPLIES**

Resident Rights Pamphlet, Computer on Wheels (COW), Signature Pad, and Acknowledgement signature page

## **GENERAL INFORMATION / POLICY**

All patients who are being admitted into a swing bed status will be given Resident Rights upon admission in a language that they can understand. Each inpatient will sign an acknowledgement page to ensure that they received and understand their rights.

## **PROCEDURE**

Upon a swing bed admission, each patient will be given Resident Rights, see attached copy, in a language that they can understand and will initial each page of the Resident Rights as well as the Acknowledgement page to ensure that they have read and understood their rights. If a patient is unable to read their rights then their rights will be read to them in a manner so they can understand them. This will be done by either the Registration staff, Pt. Advocate/Registrar, Social Service Director, or Admitting Nurse at each admission. The signed Resident Rights will be placed within the patient chart, either electronic or paper, and will be monitored by QI to ensure that each patient is receiving their rights.

