

Last, First Name:

Medical Record Number:

Code of Conduct for Clients

In an effort to provide a safe and healthy environment for staff, visitors, clients and their families, SCARF expects visitors, clients and participating/accompanying family members to refrain from unacceptable behaviors that are disruptive or pose a threat to the rights or safety of other clients and staff.

The following behaviors are prohibited:

- Possession of firearms or any weapon
- Physical assault, arson or inflicting bodily harm
- Throwing objects
- Possession, use, or sale of alcohol or drugs on premises or while in session
- Climbing on furniture or toys*
- Making verbal threats to harm another individual or destroy property
- Intentionally damaging equipment or property
- Making menacing gestures
- Attempting to intimidate or harass other individuals
- Making harassing, offensive or intimidating statements, or threats of violence through phone calls, letters, voicemail, email, or other forms of written, verbal or electronic communication
- Racial or cultural slurs or other derogatory remarks associated with, but not limited to, race, language or sexuality
- Repeated failure to keep appointments or follow up on their treatment plan

If you are subjected to any of these behaviors or witness inappropriate behavior, please report to any staff member. Violators are subject to removal from the facility and/or discharge from the practice.

*Adults are expected to supervise children in their care.

If the above guidelines are not followed, you will receive a warning and then be discharged from the program.

Cancellation Policy:

A twenty-four (24) hour notice of cancellation is required or you will be charged a \$50.00 rescheduling fee. Initial _____

You are allowed two (2) unexcused absences during the program. On the 3rd unexcused absence, you are subject to be unsuccessfully discharged. I have read and understand the above code of conduct and cancellation policy. Initial _____

Client or Guardian Signature

Date