

# BAY-ARENAC BEHAVIORAL HEALTH AUTHORITY POLICIES AND PROCEDURES MANUAL

<b>Chapter: 3</b>	<b>Member Rights and Responsibilities</b>		
<b>Section: 3</b>	<b>Rights of Consumers</b>		
<b>Topic: 7</b>	<b>Right to Access</b>		
Page: 1 of 3	Supersedes Date: Pol: 7-15-99 Proc: 6-3-02, 7-28-98	Approval Date: Pol: 6-3-02 Proc: 7-2-08	<hr/> <i>Board Chairperson Signature</i>
			<hr/> <i>Chief Executive Officer Signature</i>
Note: Unless this document has an original signature, this copy is uncontrolled and valid on this date only: 8/30/2024. For controlled copy, view Agency Manuals - Medworxx on the BABHA Intranet site.			

DO NOT WRITE IN SHADED AREA ABOVE

## Policy

It is the policy of Bay-Arenac Behavioral Health Authority (BABHA) that recipients of service shall have the right to entertainment material, information, and news. Recipients shall not be prevented from obtaining/reading/viewing/listening to material at their own expense.

## Purpose

This policy and procedure are established to ensure that recipients have the right to obtain entertainment materials, information, and news.

## Education Applies to

- All BABHA Staff
- Selected BABHA Staff, as follows:
- All Contracted Providers:     Policy Only     Policy and Procedure
- Selected Contracted Providers, as follows:
  - Policy Only     Policy and Procedure
- BABHA's (Affiliates):     Policy Only     Policy and Procedure

## Definitions

N/A

## Procedure

- I. Recipients of service shall have the right to entertainment material, information, and news. The recipient shall not be prevented from obtaining, using, reading, viewing, or listening to material at his/her own expense for reasons of, or similar to, censorship. A provider may limit access to entertainment materials, information, or news only if such a limitation is specifically approved in the resident's individualized plan of service. A provider shall document each instance when a limitation is imposed in the resident's record. The limitation must be reviewed on a routine basis to determine if the reason for the limitation still exists. Any limitation/restriction is to be removed when it is no longer clinically justified.

**BAY-ARENAC BEHAVIORAL HEALTH AUTHORITY  
POLICIES AND PROCEDURES MANUAL**

<b>Chapter: 3</b>	<b>Member Rights and Responsibilities</b>		
<b>Section: 3</b>	<b>Rights of Consumers</b>		
<b>Topic: 7</b>	<b>Right to Access</b>		
<b>Page: 2 of 3</b>	<b>Supersedes Date:</b> <b>Pol: 7-15-99</b> <b>Proc: 6-3-02, 7-28-98</b>	<b>Approval Date:</b> <b>Pol: 6-3-02</b> <b>Proc: 7-2-08</b>	<hr/> <i>Board Chairperson Signature</i>  <hr/> <i>Chief Executive Officer Signature</i>
<b>Note: Unless this document has an original signature, this copy is uncontrolled and valid on this date only: 8/30/2024. For controlled copy, view Agency Manuals - Medworxx on the BABHA Intranet site.</b>			

**DO NOT WRITE IN SHADED AREA ABOVE**

Minors may not have access over the objection of parent/guardian or if access is against state law.

- A. Access to material may only be restricted if said material may represent a risk to the recipients or others or if said material is in violation of state law.
- B. Should the consumer object to restriction/limitation, he/she may appeal this restriction/limitation through complaint investigation and resolution policy and procedure.
- C. In the case where a minor’s parent or guardian has objected to material, the client services manager, as part of the annual Person-Centered Planning team process, may discuss the withdrawal of the objection, should the minor request this. Should the objection continue, minor may not have access to the material pursuant to objection of parent/guardian.
- D. At least annually a consumer in a residential setting shall be polled by the assigned worker regarding his/her interest in a daily newspaper.
- E. Restrictions to access in a living unit must be posted in the living unit’s rules. These rules should be promulgated in accordance with this Right to Access Policy.

**Attachments**

N/A

**BAY-ARENAC BEHAVIORAL HEALTH AUTHORITY  
POLICIES AND PROCEDURES MANUAL**

<b>Chapter: 3</b>	<b>Member Rights and Responsibilities</b>		
<b>Section: 3</b>	<b>Rights of Consumers</b>		
<b>Topic: 7</b>	<b>Right to Access</b>		
<b>Page: 3 of 3</b>	<b>Supersedes Date:</b> Pol: 7-15-99 Proc: 6-3-02, 7-28-98	<b>Approval Date:</b> Pol: 6-3-02 Proc: 7-2-08	<hr/> <i>Board Chairperson Signature</i> <hr/> <i>Chief Executive Officer Signature</i>
<small>Note: Unless this document has an original signature, this copy is uncontrolled and valid on this date only: 8/30/2024. For controlled copy, view Agency Manuals - Medworxx on the BABHA Intranet site.</small>			

**DO NOT WRITE IN SHADED AREA ABOVE**

**Related Forms**

N/A

**Related Materials**

N/A

**References/Legal Authority**

Michigan Mental Health Code 330.1752. (AR 7139)

<b>SUBMISSION FORM</b>				
<b>AUTHOR/ REVIEWER</b>	<b>APPROVING BODY/COMMITTEE/ SUPERVISOR</b>	<b>APPROVAL /REVIEW DATE</b>	<b>ACTION (Deletion, New, No Changes, Replacement or Revision)</b>	<b>REASON FOR ACTION - If replacement list policy to be replaced</b>
Linda Maze	Robert Blackford	7/2/08	Revision	Incorporated a portion of the information from now deleted BABHA Policy and Procedure - C03-S03-T08 - Pornographic Literature
		12/31/12	No Changes	Triennial Review
Melissa Prusi	Christopher Pinter	6/27/16	Revision	Triennial Review-word change from consumer to recipient
Melissa Prusi	Christopher Pinter	06/20/2019	Revision	Triennial and annual review – minor changes
Melissa Prusi	Christopher Pinter	08/04/2020	No changes	Annual review
Melissa Prusi	Christopher Pinter	06/23/2021	No changes	Triennial review