



NORTON SOUND  
HEALTH CORPORATION

BEHAVIORAL HEALTH SERVICES

# YOUR RESPONSIBILITIES

**YOU, AS A CLIENT, HAVE THE RESPONSIBILITY TO:**

- Complete the Intake Packet documentation to the best of your ability and ask those assisting you for help, if needed. Each document in the Intake Packet relates to your treatment services and requires full completion.
  - Provide health insurance verification or cards, tribal enrollment cards, and court orders at the Intake appointment to ensure that treatment services are appropriate and financial resources are explained properly.
  - Work with the assigned clinician, counselor, or Behavioral Health Services staff member and immediately inform the staff of any life events impacting your life or treatment.
  - Arrive on time for your appointment or cancel the appointment 24 hours in advance.
  - Maintain the confidentiality of other persons and clients encountered in Behavioral Health Services programs.
  - Actively participate in the assessment process, in the creation of your person-centered treatment plan, and in completing your treatment program.
  - Complete assignments or activities that you and your provider have agreed upon.
  - Provide information to assist your provider in planning for your eventual transition or discharge from services.
  - Comply with the following Behavioral Health Services rules:
    - No weapons of any kind are permitted on the premises or on group outings
    - No illegal drugs, tobacco, marijuana, or alcohol are permitted on the premises or on group outings
    - No legal prescription drugs are permitted on the premises or on group outings
    - No over-the-counter drugs are permitted on the premises or on group outings
    - No physical fighting or scuffling is permitted on the premises or on group outings
    - No verbal abuse or threatening behaviors are permitted on the premises or on group outings
- Any violations of these rules will result in a BHS review of your ability to participate in continued services.
- Use your right to file a grievance if you have concerns about treatment services or staff members.
  - Recognize that Behavioral Health Services staff members intend to professionally assist you in completing the agreed-upon person-centered treatment plan by providing therapeutic services, honest feedback, appropriate resources, and timely referrals.
  - Comply with any additional group-based rules or behavioral obligations if attending the treatment group services.