



CAMP HORIZON

Program Rights & Responsibilities

Expectations for use of Services

Camp Horizon provides a summer recreation program consisting of both day and overnight camp for children and adults with developmental disabilities who can be most successful in a program specifically designed to meet the need of this population.

As a participant in Camp Horizon, the individual and/or his/her legal guardian is expected to do the following:

1. Provide complete and accurate information as requested on all application and follow-up forms, including a photo, prior to June 1st of each summer.
2. Comply with camp rules regarding medications administered at camp, as outlined in application materials.
3. Arrive at camp no more than 10 minutes before the scheduled start time, and depart no more than 10 minutes later than the scheduled end of camp unless prior arrangements have been made.
4. Participate in camp activities to the extent of the individual's ability.
5. Arrive at camp with all required items as indicated on camp supply list provided to participants prior to camp.
6. Notify service providers in a timely fashion of significant events related to the camper's family, other service providers or community which may impact the individual's services or ability to participate in camp.

Hours of Availability

Camp Horizon takes place for seven weeks during June, July and August of each year. The schedule of dates for day and overnight camp and hours of operation vary slightly from year to year depending on facility availability, and will be posted on the agency website and included in application materials as soon as available each spring.

Conditions for Termination

The following situations are grounds for termination from the program:

1. Behavior that adversely affects the health, safety and experience of other campers.
2. The individual develops a medical status warranting care and treatment beyond the scope of the Camp Horizon program.
3. The individual, parent or legal guardian no longer consents to participate in the program.
4. The individual no longer requires services.
5. The individual's needs would be better served by another program or level of care.

Should one of the above situations arise, your service provider will inform you of the potential for termination and offer opportunity to address the situation. Written notice of termination shall be available within 30 days of case closing.

Participation in Treatment Decisions

The client, legal guardian, and/or family have the right to participate in identifying goals and setting service priorities to be addressed at Camp Horizon.

Refusal of Services

It is your right to refuse any treatment, service, or medication, unless mandated by law or court order. However, refusal to participate may negatively impact this agency's ability to help you. If that refusal is an obstacle to services, the case may be terminated. The Up Center staff is not liable for any adverse consequences arising from refusal of services.

Behavior Management Policy

The agency endorses a "hands off" policy of behavior management. However, in the event that a camper is at imminent risk of harm to self or others AND no other methods are available to protect the safety of the camper and/or others, the camper may be physically restrained using the manual restraint techniques of the Crisis Prevention Institute as applied by qualified staff certified in Non-violent Crisis Intervention.

Limits of Privacy

Camp Horizon uses information obtained on application forms and through verbal conversations to conduct evaluations of all prospective individuals to determine both eligibility for services and appropriate activities. You may be asked personal information regarding you and your family. All information gathered as part of the assessment remains confidential. Data may be shared with your case manager and other service providers. No information is released to other parties or agencies without your written consent.

There are some legal exceptions to confidentiality. To ensure the safety of yourself and your family, service providers are bound by law to report the following information:

- Suicidal behaviors, plans, or threats
- Threats of harm to self or others
- Suspected child abuse including physical, sexual, or emotional abuse; physical or medical neglect; and child endangerment
- Suspicion of elder abuse (i.e. anyone 65 or older) including physical, sexual, or emotional abuse; physical or medical neglect, or embezzlement
- And as otherwise required or permitted by law

Grievance Procedure

If you are dissatisfied with the services you are receiving, please adhere to the following format:

1. First notify your service provider so that they may address the deficit.
2. Should you feel unable to discuss the problem with your service provider, you may lodge a formal complaint with the program manager.

3. If the program manager is unable to satisfactorily address your problem, you may appeal that decision to the agency's Vice-President of Residential Services.
4. If you feel that your rights have been violated you may contact the state-appointed Regional Advocate for help in making, resolving, or appealing treatment decisions.

Call or Write:

***Program Manager for
Camp Horizon***

The Up Center
222 W. 19th Street
Norfolk, VA 23517
(757) 965-8681

***Vice-President of Disability
Services***

The Up Center
222 W. 19th Street
Norfolk, VA 23517
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Regional Advocate
Satellite Office, Bldg 11
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