

CareMate Home Health Care, Inc.
2236 Marshall Avenue
Saint Paul, MN 55104

Professional Boundary Policy

Policy

CareMate Home Health Care, Inc. (CHHCI) strives to protect our clients and employees by following strict professional boundaries. All our clients are considered vulnerable adults since they receive home health care services and CHHCI is required by law to report if any abuse is reported. Abuse can be either physical, sexual, verbal, neglect or financial exploitation.

Procedure

1. No employee may give or receive any money or other gifts from any client. This could be in the form of a birthday or Christmas gift, a gift card, money for gas to go shopping, or bus fare. You may not even ask for money or any gift.
2. No employee must take any type of gifts to a client's home: no flowers, no alcohol, no cigarettes, no illicit drugs, no money, no clothing and / or no household items.
3. No employee at any time must engage in any verbalization, gestures or action suggestive of paying compliments to any client.
4. No employee shall engage in a romantic or sexual relationship with the client. The client is considered a vulnerable adult.
5. No staff can engage in any verbal altercation. You must excuse yourself from the client, leave the house or apartment and immediately call the office. This is considered verbal abuse.
6. No employee may borrow any money or property from a client at all even with the promise to pay them back at a later date. This also includes using the client's EBT or credit card and paying them in cash for the purchase.
7. No employee may take, share, give, pick up or receive medications from any client.
8. No employee may bring another person into the client's home nor bring their clients to their own home. This includes children, spouses or any family members.
9. No employee may barter, exchange, purchase or sell their own or their client's property either for themselves or for anyone else.

10. No employee may complete any services for the client other than what is detailed in the care plan for the client. Examples would be that the client's toilet needs to be repaired, their electronic equipment needs rewiring or their car tire needs to be replaced. The employee may not complete these services nor may they advise the client of a family member or friend who may complete these services. The employee should refer the client to call their case manager or refer them to the yellow pages so there is no conflict of interest.
11. No employee shall discuss other employees or clients or CHHCI with their client. The client shall be referred to call the office if questions arise.
12. Staff shall not assist client with finances such as going to the bank or paying bills. If client needs help with any financial services, staff must immediately notify CHHCI. CHHCI will notify the case worker for appropriate referrals.
13. Failure to comply to any of the above items will result in disciplinary measures or termination of employment.

I UNDERSTAND AND AGREE TO ABIDE BY THE POLICIES AND PRACTICES OF CAREMATE HOME HEALTH CARE, INC. THIS RECEIPT WILL BE PLACED IN MY PERSONNEL FILE.

Name of Employee (Please print)

Signature

Date