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| **MONTCALM CARE NETWORK PROCEDURE 611 North State Street, Stanton, MI 48888** |
|
| SUBJECT: Limitations to Communication, Mail, Telephone and Visitation | Section: 8919A |
| Effective Date: April 25, 2006 | Revised Date:  |
|  Version: 1 |  Status: Current |

1. All limitations not imposed by general program rules will be documented in the Person/Family Centered Plan of the recipient.
2. The recipient's right to communication by mail may be limited if each limitation is essential in order to prevent the resident from violating a law, if there is probable cause that mail contains excluded items, items limited the Person/Family Centered Plan, or to prevent substantial and serious physical or mental harm to the resident.
3. The recipient's right to telephone use may be limited if the person whom the recipient telephones has complained to the facility of previous telephone harassment by the recipient and has requested that the recipient be prevented from calling in the future.
4. The recipient's right to visits with persons may be limited if each limitation is in order to prevent substantial and serious physical or mental harm to the recipient, if harm may include a visit that would substantially upset the recipient and interfere with ongoing habilitation or treatment, or mental harm only if person and limitations are specifically identified in the Person/Family Centered Plan.
5. Any limitation of communication in the Person/Family Centered Plan will include:
	1. Justification of the limitation, including significant evidence to support expected mental or physical harm, violation of law, or harassment;
	2. Reasons and evidence to justify extent of limitations as being minimum amount necessary;
	3. The date at which the limitation is to expire.
6. The recipient will be promptly informed of any limitations, and also informed of the purpose of the limitation.
7. The recipient will be informed by the individual in charge of the Person/Family Centered Plan that they may appeal the justification, extent and duration of any limitation to the rights office.