



PONCA TRIBE OF NEBRASKA

Department of Social Services

CLIENT RIGHTS AND RESPONSIBILITIES

Client Rights

YOU HAVE THE RIGHT TO:

- ☒ Receive an explanation of services offered and hour time commitments prior to making your commitment to receive services through the Department of Social Service.
- ☒ Have all that you say treated confidentially and be informed of any state laws placing limitations of confidentiality on the counseling relationship (i.e. child abuse, suicide, intent to harm).
- ☒ Ask questions about the techniques and strategies and be informed of your progress.
- ☒ Participate in setting goals and evaluating your progress toward meeting them.
- ☒ Be informed of how to contact the worker in an emergency situation.
- ☒ Request a referral for another opinion at any time.
- ☒ Request copies of records and reports to be used by other professionals.
- ☒ Receive a copy of the code of ethics to which your worker adheres.
- ☒ Terminate the relationship at any time. (excluding Child Welfare Cases)

Client Responsibilities

IT IS YOUR RESPONSIBILITY TO:

- ☒ Set and keep appointments with your worker. Please let him/her know as soon as possible if you cannot keep an appointment.
- ☒ To help plan your goals.
- ☒ Follow through with agreed goals and assignments.
- ☒ Keep your worker informed of your progress toward meeting your goals.

I have read and understand both my rights and responsibilities as a client of Social Services.

Client Signature

Staff Signature

Date

Date

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