

FAMILY OUTREACH PROGRAM (F.O.P.)  
Plainfield Center for Stronger Families  
Plainfield Public Schools

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**FAMILY'S RIGHTS AND CONFIDENTIALITY POLICY**

**IDENTIFYING INFORMATION**

**Child Name:** \_\_\_\_\_ **D.O.B.:** \_\_\_\_\_ **PreK3 or PreK4 (circle one)**

**Parent/Guardian Name:** \_\_\_\_\_ **Relationship to Child:** \_\_\_\_\_

**Address:** \_\_\_\_\_

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The Plainfield Center for Stronger Families, Family Outreach Program shall ensure that the following policies and procedures are provided so that the family's rights are protected in accordance with Federal and State requirements:

- The right to service that respects your personal liberty
- The right to an individualized, written service plan (to be developed upon program entry), periodic review and reassessment of your needs and appropriate revision of the plan
- The right to ongoing participation in the planning and services to be provided and in the development and periodic revision of the service plan.
- The right to refuse service
- The right to confidential records
- The right to access, upon request, one's own records
- The right to referral, as appropriate, to other providers' service at anytime

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(Participant's Signature)

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(Date)

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(Family Workers Signature)

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(Date)