

What is InMotion Group's policy?

Each person (including children, young people and adults) with a disability has rights and will have them respected at all times when accessing and participating in services provided by InMotion Group.

We will promote and protect rights as per the United Nations Convention on the Rights of Persons with Disabilities.

All people have the right to:

- ✓ Respect for their human worth and dignity.
- ✓ Receive a support free from discrimination, abuse or neglect.
- ✓ Full participation in society equal to all other people, considering their individual and cultural needs and preferences.
- ✓ Make their own decisions on the way they live their life, by exercising choice and control in the services they participate in.

In line with this policy, InMotion Group will keep personal and sensitive information private and confidential, confirming our commitment to privacy legislation, including the Australian Privacy Principles. Personal information will not be shared with anyone without your written permission, unless we have concerns for your safety or we are required to by law. For example mandatory reporting of child welfare issues.

People using a service provided by InMotion Group will receive information about the services, support to understand and use their legal and human rights in the service and in the community. We provide services to build capacity so that clients (including their family, friends, carers and advocates) acquire and/ or improve their confidence to advocate for their rights and make their own decisions.

Children have a right to be asked about decisions that impact them. How they are asked will depend on their age.

Services are safe for children.

- ✓ If there is any question about what is in a person's best interests for any important decisions, a legally appointed guardian may be needed to give or withhold permission.
- ✓ Provide training and information to staff to make sure they are skilled in finding and addressing risk factors and respond proactively to allegations of abuse or neglect.

When working with children, developmentally delayed adults and/ or vulnerable clients, we will engage parents (and relevant others such as foster carers, with consent) to make choices for their children, when required as well as be involved in all aspects of the services we deliver, including decisions regarding how we provide services (type of service, how frequent, where the service is delivered, what goals we will work on, and so on).

This policy covers information from or about customers that is written, on computer, word of mouth, visual media and recordings.

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Who needs to know about this Policy?

All InMotion Group Staff

All InMotion Group customers

Equity and Access Considerations

For the communication and implementation of this policy, we:

- Consider the physical accessibility of the environment.
- Provide alternative communication methods to add to or replace speech or writing for people with impairments. These methods include the display of text, large print, tactile communication, easy English, and accessible communications technology.

Cultural Diversity

Employees make sure services are provided with sensitivity to and awareness of the beliefs and practices of customers from different cultural and language backgrounds. This includes the needs of Aboriginal and Torres Strait Islander people, their families and communities.

Communication about this policy should be done in a way that suits each individual with respect to their cultural background. For example, use of an interpreter.

Who is responsible?

Director	<ul style="list-style-type: none"> • Final review and approval of this policy.
Manager	<ul style="list-style-type: none"> • Maintain this policy, its related procedures and documents.
Manager/ Team Leaders	<ul style="list-style-type: none"> • Make sure the policy is effectively implemented in their teams. • Make sure staff follow the policy. • Make sure staff are provided with training and information on this policy, including the importance of recognising and respecting the legal and human rights of people who use the service. • Make sure staff are provided with training and information so they are skilled in identifying and addressing and issues where client's rights have been violated or are at risk of, in addition to risk factors to respond effectively and proactively to allegations of abuse or assault.
All Employees	<ul style="list-style-type: none"> • Follow the requirements of the policy. • Complete mandatory training in relation to this policy.

Definitions, Legislation & Standards Compliance

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For Definitions, please refer to InMotion Group Policy Dictionary.

Legislation and Standards Compliance:

NSW Disability Inclusion Act 2014

National Standards for Disability Services 2013

ACT Childcare Services Standards 2009

ACT Children and Young People Act 2008

ACT Disability Services Act 1991

ACT Health Records (Privacy and Access) Act 1997

ACT Human Rights Act 2004

ACT Prevention of Violence against Women and Children Strategy 2011

ACT Working with Vulnerable People (Background Checking) Act 2011

Child Wellbeing and Child Protection Interagency Guidelines

Children and Young Persons (Care and Protection) Act 1998

Children and Young Persons Care and Protection Regulation 2000

Community Services (Complaints, Reviews and Monitoring) Act 1993 – CS-CRAMA

Criminal Procedures Act 1986

Rights Policy

Legislation & Standards Compliance

Disability Discrimination Act 1992

Guardianship Act 1987

Independent Commission Against Corruption Act 1988

Law Enforcement (Powers and Responsibilities) Act 2002

Mental Health (Criminal Procedure) Act 1990

Minors (Property and Contracts) Act 1970

NSW Carer's (Recognition) Act 2010

NSW Crimes (Forensic Procedures) Act 2000

NSW Crimes Act 1900 and Section 316

NSW Health Records and Information Privacy Act 2002

NSW Ombudsman's Act 1974

Privacy Act 1988

Protected Disclosures Act 1994

State Records Act 1998

The Home Care Service Act 1988

United Nations Convention on the Rights of Persons with Disabilities 2007

Victims Rights Act 1996

Victims Support and Rehabilitation Act 1996

What other InMotion Group documents are related?

You may need to refer to these documents for more information:

[Advocacy Policy and Procedure](#)

[Child Protection Policy \(covering Risk of Harm, Information Exchange, Reporting\)](#)

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Rights Policy

Child Protection Procedure – Voluntary Out of Home Care

Client Information Management Policy

Client Information Management Procedure

Client Death in Care Policy

Client Death in Care Procedure

Duty of Care and Dignity of Risk Policy and Procedure

Freedom from Abuse Policy – Adults

Personal Information Management Policy and Procedure

Positive Behaviour Support Policy

Positive Behaviour Support Procedure Probity Checks Policy

Probity Checks Procedure

Privacy Policy

Responding to an Allegation of Abuse Procedure – Adults

Restrictive Practices Policy and Procedure

Sexuality and Relationships Policy

