

Rights (continued)

- To follow through on additional written responsibilities which are specific to a level of treatment and/or your circumstances and are signed by both you and your counselor.
- To accept the consequences should you fail to uphold these responsibilities.

If you believe your rights have been violated, please contact the Associate Director for Treatment Services, Dan Kenel, ACADC or in his absence, Richard Swanson, Ph.D., Executive Director at 319-753-6567.

ADDS MISSION:

To provide high quality treatment, rehabilitation, prevention and education services for persons involved in and/or concerned with substance abuse problems, problem gambling, and other behavioral disorders using a Recovery Oriented System of Care.

www.addsiowa.org

**Hours of Operation:
Monday thru Friday,
8 a.m. – 12 p.m. and 1:00 p.m. – 5:00 p.m.
Other times by appointment.**

**ADDS Burlington
1340 Mt. Pleasant St
Burlington, IA 52601
319-753-6567**

**ADDS Mt. Pleasant
122 N. Main St.
Mt. Pleasant, IA 52641
319-385-2216**

**ADDS Wapello
304 Highway 61 North
Wapello, IA 52653
319-523-8436**

**ADDS Keokuk
928 Main St.
Keokuk, IA 52632
319-524-4397**

**ADDS Bettendorf
2435 E. Kimberly Rd.
Ste. 275 S., Alpine Office Centre
Bettendorf, IA 52722
563-322-1036**

**ADDS Ottumwa
SEIDA
226 W. Main St. Suite 502
Ottumwa, IA 52501
800-622-8340 Ext. 301**

Alcohol and Drug Dependency Services



As a client of Alcohol & Drug Dependency Services (ADDS), you have certain rights and responsibilities which are designed to enhance the services you receive and enhance our ability to provide those services. It is the purpose of this brochure to outline those rights and responsibilities.

The use of tobacco products at all ADDS properties, both owned and leased, within all buildings, vehicles and on any grounds is strictly prohibited.

Client Rights

- To have any and all client record information kept confidential according to federal and state laws and regulations.
- To have access to your client record according to ADDS policies and procedures.
- To be able to examine and to discuss with ADDS staff the program's policies and procedures.
- To expect equal treatment according to ADDS statement on equal rights for treatment services.
- To expect any reasonable accommodation for receiving treatment services because of a physical or mental disability.
- To have access to any relevant ADDS service regardless of your ability to pay.
- To be afforded the highest standards of human dignity, consideration and respect.
- To expect meaningful, relevant, ethical and professional treatment services utilizing evidence based practices.
- To have these services provided in a pleasant atmosphere and in language

easily understandable.

- To be referred to other programs and services when ADDS is unable to provide services according to your assessed needs.
- To be free from any type of sexual harassment or threatening circumstances.
- To discuss concerns, opinions or recommendations for the provision of treatment services with your assigned counselor. To pursue this discussion with the counselor's supervisor when dissatisfied with the previous counselor discussion.
- To file a grievance when you believe your rights have been violated.

Client Responsibilities

- To provide to the counselor all information that is needed for a comprehensive clinical assessment of your substance use and related needs.
- To participate with the counselor and relevant other persons in the establishment of a treatment plan which would accurately present strategies to address life problems and which could be expected to be effective.
- To pursue the treatment plans goals and objectives which are established

and to make known to the counselor any information including substance use and change in legal status that directly affects treatment goals and objectives.

- To revise as necessary any treatment strategies that would provide an improved means to goals and objectives.
- To be present and on time at any scheduled sessions with ADDS staff or, without exception, notify staff prior to absence or delay.
- To pay ADDS for services beforehand or at the time of any ADDS service unless other prior arrangements have been made and approved.
- To keep confidential any information regarding other clients according to the same federal and state laws and regulations required of ADDS staff.
- To have no contact or predatory association with another client that takes advantage of the other client either sexually, financially or in any other unethical manner.
- To recognize that the client rights apply to all clients, afford those rights to the other clients and see that others do the same.
- To refrain from bringing any weapons or illegal substances onto ADDS campuses.