

Idaho Cleft Palate and Craniofacial Deformities Institute,

PATIENT RIGHTS AND RESPONSIBILITIES

Patients of Idaho Cleft Palate and Craniofacial Deformities Institute, LLP have the following rights:

- ❖ To be treated with respect, consideration and dignity, and to be free from all forms of abuse or harassment by staff, other patients, or visitors.
- ❖ To receive, to the degree known, complete information concerning their diagnosis, evaluation, and prognosis, and to be fully informed about contemplated treatment or procedures and the expected outcome before the treatment or procedure is performed.
- ❖ To participate in decisions involving their health care and to make informed decisions concerning their treatment before the treatment is performed, except when such participation is not medically appropriate.
- ❖ To execute advance directives concerning the patient's treatment preferences consistent with Idaho law and to have those directives honored subject to the limitations described below.
- ❖ To change the patient's physician or practitioner if other qualified physicians or practitioners are available.
- ❖ To receive treatment in a safe setting.
- ❖ To privacy during the patient's treatment, including during personal hygiene activities, during medical/surgical treatments, or when otherwise requested as appropriate.
- ❖ To confidentiality of the patient's health information, and to access and exercise certain other rights concerning the patient's health information and HIPAA laws.
- ❖ To exercise the patient's rights without being subject to discrimination or reprisal.
- ❖ If the patient is deemed incompetent under Idaho law, to have treatment decisions made and patient rights exercised by the patient's legally authorized representative.
- ❖ To make suggestions, complain or submit a grievance relating to the patient's care by contacting: ATTN: State Agency Representative, Bureau of Facility Standards, Non - Long Term Care Co-Supervisor You may also report complaints to the Idaho Bureau of Facility Standards @ 3232 Elder St., Boise, Idaho 83705, (208) 334-6626 or www.facilitystandards.idaho.gov, and/or the Office of the Medicare Beneficiary Ombudsman, (800) 633-4227 or www.cms.hhs.gov/ombudsman/resources.asp.

PATIENT RESPONSIBILITIES: In addition to rights, patients and their legally authorized personal representatives also have certain responsibilities to assist us in providing effective care. By consenting to treatment from Idaho Cleft Palate and Craniofacial Deformities Institute, LLP, you agree to the following:

- To provide accurate and complete information concerning the patient's health, including present complaints, past illnesses, hospitalizations, medications (including over the counter products and dietary supplements), allergies, sensitivities, and other matters relating to the patient's health.
- To report unexpected changes in the patient's condition to the patient's physician or other practitioner, including but not limited to complications following surgery.

- To ask questions or notify the physician or practitioner if you do not understand or need information relating to the patient's care or treatment.
- To notify Idaho Cleft Palate and Craniofacial Deformities Institute, LLP the patient has executed any advance directives, e.g., a living will, durable power of attorney, physician's order for scope of treatment ("POST"), or similar document.
- To keep appointments and notify Idaho Cleft Palate and Craniofacial Deformities Institute, LLP office at least 24 hours in advance when the patient is unable to do so.
- To comply with the treatment plan and instructions from the patient's physician or practitioner relating to the patient's care or treatment, including but not limited to pre- and post-operative instructions.
- To accept responsibility for the consequences if you refuse recommended treatment or fail to comply with directions and instructions relating to the patient's care or treatment.
- If the patient is a surgical patient, to assure a responsible adult will transport the patient to and from our facility and to remain with the patient for 24 hours following surgery unless otherwise directed by the physician.
- To be considerate, treat Idaho Cleft Palate and Craniofacial Deformities Institute, LLP staff, patients, and visitors with courtesy, and avoid conduct that is disruptive, disrespectful, or interferes with care rendered in our facility.
- To be responsible for the patient's personal property, and to respect the personal property of Idaho Cleft Palate and Craniofacial Deformities Institute, LLP office and employees as well as other patients or visitors.
- To read and understand all notices, consents and other documents relating to the patient's treatment or Idaho Cleft Palate and Craniofacial Deformities Institute, LLP policies, and to ask questions if you do not understand such documents.
- To comply with policies and rules concerning patient care, conduct, and payment for services rendered by Idaho Cleft Palate and Craniofacial Deformities Institute, LLP.
- To ensure that payments for services rendered by Idaho Cleft Palate and Craniofacial Deformities Institute, LLP be made in a timely fashion, and to accept ultimate financial responsibility for these services, including responsibility for any costs that are not covered by applicable insurance.
- To notify Idaho Cleft Palate and Craniofacial Deformities Institute, LLP or his staff if you have a question, concern, or complaint about your care

ADVANCE DIRECTIVES: *Competent patients may execute advance directives which document the patient's treatment preferences or appoint a representative to make decisions for the patient if the patient becomes incapacitated. See Idaho Code § 39-4509 et seq. Advance directives include living wills, durable powers of attorney, and physicians' orders for scope of treatment ("POSTs"). Idaho Cleft Palate and Craniofacial Deformities Institute, LLP staff will make a copy of Idaho's living will/durable power of attorney or POST form available upon request; however, Idaho Cleft Palate and Craniofacial Deformities Institute, LLP recommends that you seek competent legal advice when considering such forms.*

For more information on the contents of this form, please contact Office Manager, Star Thomas at 208-433-1736