





5. Each biological parent has the right to visit his/her child as written in the policy set forth by the Department of Children and Family Services (i.e., if the permanency goal is return home, the parent is allowed to see the child weekly).
6. Each biological parent has the right to discuss the services he/she is receiving, his/her service plan and progress with appropriate staff. Information will be provided to the parents in sufficient time to facilitate decision making.
7. Each biological parent has the right to attend the Service Plan Staffing held at least once every six months and to participate in the development and review of his/her service plan and his/her child's service plan.
8. Each biological parent has the right to access to his/her current service plan and his/her child's service plan.
9. Each biological parent has the right to know the potential benefits and hazards of his/her service plan prior to the initiation of such plan.
10. Each biological parent has the right to access of his/her clinical record, including all protected health information in the record, in the presence of an agency staff member qualified to interpret any contents, when necessary. Parents may correct the record by attaching a statement of disagreement in the record. Each parent may request to copy protected health information. Requests to amend any personal healthcare information must be submitted in writing to the HIPAA Compliance Officer. This request to amend personal health care information may be denied under certain circumstances.
11. Each biological parent has the right to an accounting of how the agency has disclosed his/her protected health care information made in the six-year period prior to the request.
12. Each biological parent has the right to privacy and confidentiality regarding all records and participation in the program as stipulated in Chapter 2 of the Mental Health and Developmental Disabilities Confidentiality Act (740 ILCS 110) and Little City Foundation's confidentiality policy. Information gained about the parent is confidential and will not be disclosed or transferred to any public or private agency without the consent of the parent, except as required by law.
13. Each biological parent has the right to decline services or a specific part of a service and a right to be informed of the consequences of such.
14. Each biological parent has the right to present grievances, appeal decisions with which they disagree and/or submit complaints. A record of such grievance, appeal or complaint and the response thereto shall be maintained by the agency. (Please see the grievance procedure for information on how to formally present a disagreement).
15. Each biological parent has the right to contact the Department of Children and Family Services to get information on service appeals at the address and telephone number below. Little City Foundation staff shall offer assistance to biological parents in contacting this agency.



Bureau of Quality Assurance  
Department of Children and Family Services  
State of Illinois Center  
100 West Randolph Street, Suite 6-200  
Chicago, IL 60601  
Telephone (312)814-5540

16. Biological parents shall not be denied, suspended, or terminated from services or have services reduced for exercising any of their rights.
17. Each parent has the right to timely investigation and resolution of alleged rights infringements.