

# ADMINISTRATIVE POLICY

## 1 Physical Contact Policy

- 1.1 It is the philosophy of OPTIONS that all staff members will maintain professional relationships with all persons served, as well as their co-workers while working. It is understood that the persons who receive services from OPTIONS may have diminished or limited opportunities to develop natural relationships with others that involve physical contact. It is further understood that staff members must provide training, support and intervention that may be compromised if professional boundaries are not established. As such, professional boundaries must be maintained regarding the relationships between staff members and persons served.
  - 1.1.1 Hugging and appropriate physical contact, such as a pat on the shoulder, is acceptable, but should be brief, limited and within generally accepted social norms.
  - 1.1.2 Spontaneous hugs or physical contact will be allowed, but only when permission is requested and granted by the staff member and only if the supported person does not have behavioral issues outlined in 1.1.4 below.
  - 1.1.3 Staff are expected to set clear and professional social boundaries with persons served and alternative greetings for example, handshakes, "side hugs", "knuckle bumps," or "high fives" are encouraged as a friendly greeting.
  - 1.1.4 Persons with sexual acting out behaviors may have physical contact limited to "high fives" or "knuckle bumps" with other persons served. Staff will role model appropriate social interactions as identified and stated in the person's Individual Service Plan.
- 1.2 In times of a state of emergency, such as a pandemic, physical contact may be restricted on a temporary basis, based on the recommendation of the Center for Disease Control (CDC), California Department of Public Health (CDPH), public health agency or other governing authorities.
  - 1.2.1 Such restrictions will be lifted as determined by the governing authority

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