

# Upstate Psychiatry

## Patient's Rights and Responsibilities Statement

### Statement of Patient's Rights

- Patients have the right to be treated with dignity and respect.
- Patients have the right to fair treatment; regardless of their race, religion, gender, ethnicity, age, disability, or source of payment.
- Patients have the right to have their treatment and other patient information kept private. Only where permitted by law, may records be released without patient permission.
- Patients have the right to easily access timely care in a timely fashion.
- Patients have the right to know about their treatment choices. This is regardless of cost or coverage by the patient's benefit plan.
- Patients have the right to share in developing their plan of care.
- Patients have the right to information in a language they can understand.
- Patients have the right to have a clear explanation of their condition and treatment options.
- Patients have the right to information about Upstate Psychiatry, its practitioners, services and role in the treatment process.
- Patients have the right to information about clinical guidelines used in providing and managing their care.
- Patients have the right to ask their provider about their work history and training.
- Patients have the right to give input on the Patient's Rights and Responsibilities policy.
- Patients have the right to know about advocacy and community groups and prevention services.
- Patients have the right to freely file a complaint or appeal and to learn how to do so.
- Patients have the right to know their rights and responsibilities in the treatment process.
- Patients have the right to receive services that will not jeopardize their employment.
- Patients have the right to list certain preferences in a provider.

### Statement of Patient's Responsibilities

- Patients have the responsibility to treat those giving them care with dignity and respect.
- Patients have the responsibility to give providers information they need. This is so providers can deliver the possible care.
- Patients have the responsibility to ask questions about their care. This is to help them understand their care.
- Patients have the responsibility to follow the treatment plan. The plan of care is to be agreed upon by the patient and provider.
- Patients have the responsibility to follow the agreed upon medication plan.
- Patients have the responsibility to tell their provider and primary care physician about medication changes, including medications given to them by others.
- Patients have the responsibility to keep their appointments. Patients should call their providers as soon as they know they need to cancel visits.
- Patients have the responsibility to let their providers know when the treatment plan isn't working for them.
- Patients have the responsibility to let their provider know about problems with paying fees.
- Patients have the responsibility to report abuse and fraud.
- Patients have the responsibility to openly report concerns about the quality of care they receive.

*My signature below shows that I have been informed of my rights and responsibilities, and that I understand this information.*

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Patient Signature

Date