



DIVISION OF DEVELOPMENTAL DISABILITIES  
Olympia, Washington

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TITLE: HUMAN RIGHTS COMMITTEE (HRC) POLICY 5.10

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Authority: 42 CFR 483.440  
DSHS Administrative Policy 2.03, 2.05

**BACKGROUND**

People with developmental disabilities who live in Residential Habilitation Centers (RHCs) have the same constitutionally guaranteed rights as other citizens. All persons with developmental disabilities are presumed competent to exercise their individual rights unless a determination of incompetence has been made by a court of law.

**PURPOSE**

This policy specifies a process for ensuring that the human rights of people with developmental disabilities served by the Division of Developmental Disabilities (DDD) are protected.

**SCOPE**

This policy applies to all RHCs operated by DDD.

**POLICY**

The Superintendent at each RHC shall appoint and maintain in active status a Human Rights Committee (HRC) to review and monitor issues pertaining to client rights. The committee shall make recommendations to the Superintendent regarding:

- A. HRC Membership
  - 1. Appointments to the HRC shall be made by the Superintendent. The members shall be appointed for two (2) year, staggered terms. Vacancies shall be filled for the remainder of the term of the position.

2. Appointments shall be made in writing with a copy to the chair of the committee.
  3. In appointing non-RHC committee members, the Superintendent shall request nominations from parents and other advocates.
  4. The membership of the committee will equally represent RHC staff, parents or guardians, and professionals, clients, and advocates.
  5. The chair shall be selected by the committee members.
  6. For the committee to conduct business at least one representative from each of the following groups, including the chair or designee need to be present: advocacy organizations, parents, clients and RHC staff.
  7. The chair shall submit timely records to the Superintendent on all matters acted upon by the committee.
  8. All committee members shall, upon appointment, sign the RHC's confidentiality statement which shall be kept on file. Members are responsible to follow federal and state laws and the RHC's procedures relating to confidentiality of client information.
- B. The HRC shall:
1. Designate standing issues of the committee or its members;
  2. Hold regularly scheduled meetings at least once every two (2) months at a time and place designated by the chair. The chair may call special meetings as necessary. Such meetings may be conducted by telephone conference calls; and
  3. Consult as requested with the Superintendent, any client, parent or guardian, or other individual.
- C. Responsibilities of the HRC shall include:
1. Review and approval of program interventions that place clients at risk, i.e., all restrictive procedures including behavior management programs referred by the Interdisciplinary Team (IDT) or Qualified Mental Retardation Professional (QMRP) and all prescribed chemical restraints/ psychotropic medications;

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2. Investigation and review of complaints or appeals by clients, their parents or guardians or authorized representatives referred by the Superintendent;
3. Review of client rights issues related to proposed research programs;
4. Advise the Superintendent regarding procedures that deal with consent, conditions of treatment, and client rights; and
5. Responding to other issues as requested by the Superintendent.

**SUPERSESSSION**

Division Policy Directive: 330  
Issued November, 1986

Approved:     /s/ Norm Davis      
Director, Division of Developmental Disabilities

Date:   12/3/93