Boston College
Supported Employment Program

Lynch School of Education, Campion Hall, Room 197
140 Commonwealth Ave
Chestnut Hill, MA 02467

Basic Human Rights Booklet

This book belongs to:

_____

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Acknowledgments

This handbook was created by Celine Abkar, former Senior Employment Training Specialist (Boston College Supported Employment Program), in collaboration with Mary Brown, Program Coordinator (Boston College Supported Employment Program), and Julie Ferro, Senior Employment Training Specialist (Boston College Supported Employment Program).

*** Information extracted from:**

- **Google Images and Clip Art**
- **www.humanrights.com**
- **www.youthforhumanrights.org**
- **www.udhr.org**
- **www.un.org**
- **www.hrw.org**
- **www.state.ma.us/dppc**

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Questions to consider when utilizing the Human Rights Booklet:

- **EQUALITY-** Is the individual treated equally and fairly at work, home, and the community? Equal access to basic goods, services, events, trainings, uniforms, transportation, etc?

- **LIBERTY-** Does the individual know they have the right to have choices and make their own decisions regarding their own life?

- **PERSONAL PROPERTY-** Does the individual understand that they can work and get paid fair wages? They have a right to spend money as they please? Do they get help from others to budget personal finances?

- **PRIVACY-** Does the individual understand what privacy means? Do they feel they have privacy for personal needs? Do they know to keep personal information confidential? Do they feel that their caregivers and staff at work and home respect their right to privacy? Use the various pictures to spark further conversation and ask questions as needed.

- **ASSOCIATION-** Does the individual know they can have relationships, choose friendships, and join memberships? Do they know they can attend social events, community gatherings, go out to dinner, etc? Do they know how to communicate with people (i.e., has phone numbers, access to a phone, has addresses, knows how to send mail, email addresses, can access a computer)?

- **EXPRESSION-** Does the individual feel comfortable to think what they want to think and say what they want to say (with consideration of other's rights)? Do they feel heard? Do they know they can plan goals for their life, especially during the ISP? Do they know they need to speak up so that people can help them? Who can they talk to?

- **RESPECT-** Does the individual feel respected by staff at work and at home? Caregivers? Friends? Housemates? People in the community?

- **PERSONAL SAFETY-** Does the individual feel safe at from harm at work, home, and in the community: Physically? Verbally? Sexually or Emotionally? Does anyone hit them, yell at them, hurt their feelings, or touch them in ways they do not like? Follow up with further questions if concerns are brought up. Come up with a plan of action for resolving concerns and preventing future.

- **HEALTH-** Does the individual know they can get help from professionals as needed? Doctors? Dentists? Therapists? Knows who to call for emergency help? Do they know they have a right to life a healthy lifestyle (i.e., nutritious foods, exercising, etc)?

- **VOTING-** Does the individual know they have the right to vote? Do they know when the next election will be? Do they know who the President is? Can they identify previous Presidents? Are they registered to vote?

- **DUE PROCESS-** Does the individual know they have the right to be protected by the law? Any legal concerns they want to talk about?

- **VIOLATION OF RIGHTS-** Does the individual know how to report human rights concerns? To talk to family members, support staff, DPPC?

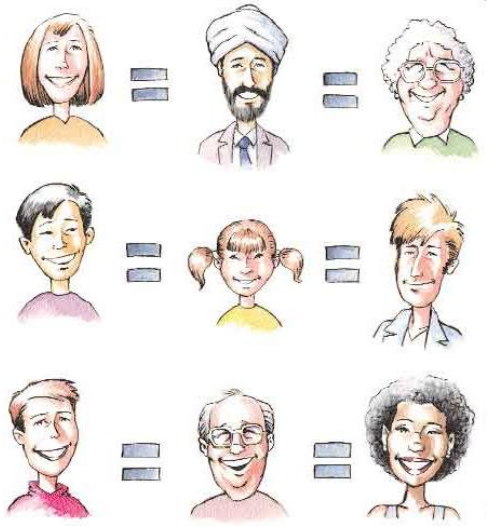
UNIVERSAL DECLARATION OF HUMAN RIGHTS

The Universal Declaration of Human Rights (UDHR) was adopted by the United Nations General Assembly, which was held in Paris, France on December 10, 1948. The UDHR is committed to human dignity, justice, equality, non-discrimination, fairness, and universality, which applies to everyone, everywhere and always.

The Declaration belongs to each and everyone of us. Read it, learn it, and help inform others as well.

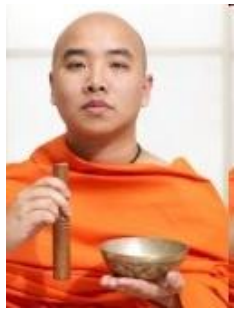
These rights belong to you.

EVERYONE HAS RIGHTS!!!



- **You** and **I** have rights…
- **Parents** and **Children** have rights…
- **Brothers** and **Sisters** have rights…
- **Aunts** and **Uncles** have rights…
- **Cousins** and **Friends** have rights…
- **Co-workers** and **Managers** have rights…
- **Customers** and **Strangers** have rights…

"All human beings are born free and equal in dignity and rights"

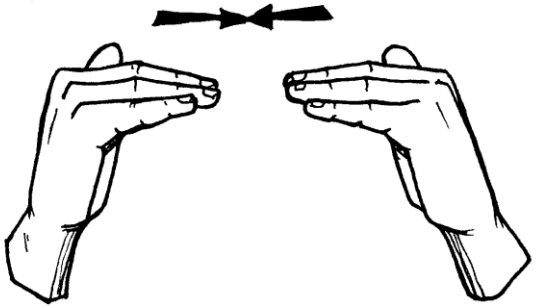


Everyone is entitled to Human Rights without distinction of any kind… such as age, gender, race, religion, disability, opinions, or any other status.

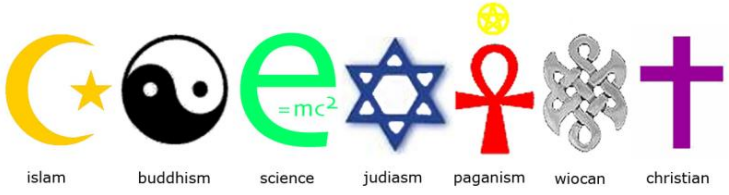
EQUALITY

- You have the right to be treated equally and fairly when accessing basic goods, services and opportunities to improve your personal quality of life.
- Everyone has equal rights in employment, housing, transportation, education, the community and public services.

coexist



American Sign Language
EQUAL



LIBERTY

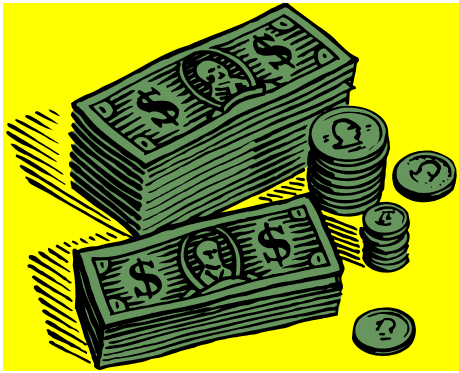
"Everyone has the right to life, liberty and security of person"

You have the freedom to have choices, to make decisions, and to act according to your own will.

WORKER'S RIGHTS

You have the right to work and get paid fair wages for your time and services.

"No one should be subject to slavery or servitude"



*If you choose to work without getting paid, that is called volunteering.

PROPERTY

"Everyone has the right to own property alone or in association with others"

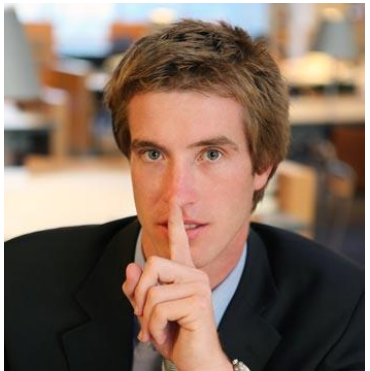
- You have the right to acquire, use, and dispose of possessions and funds as you please.

PRIVACY

"No one shall be subjected to arbitrary interference with his privacy, family, home or correspondence, nor to attacks upon his honour and reputation"

Information Privacy- collection and handling of personal data

Privacy of Communications- confidential interactions



PRIVACY

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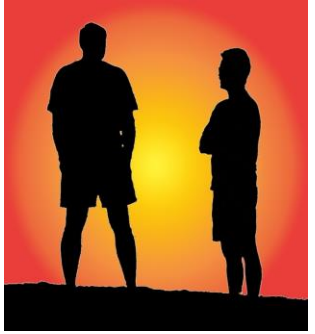
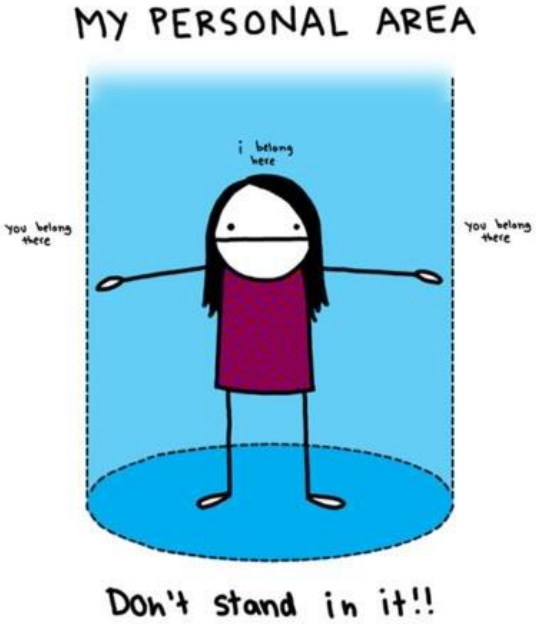


Bodily Privacy- protection of physical self from intrusion

Territorial Privacy- protection of personal space and belongings



THE RIGHT TO GIVE CONSENT

You cannot be photographed, video taped, interviewed or tape recorded unless you say "Yes!" This includes your picture being on the S.E.P. website for the public to view.

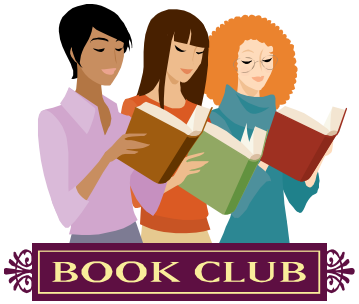
"NO"

"YES"

ASSOCIATION

"Everyone has the right to freedom of peaceful assembly and association"

- You have the right to have **relationships** and to choose **friendships** or **memberships** in groups.
- Everyone has the right to **freely participate** in the cultural life of the **community**.



ASSOCIATION

(Continued)

You have the right to talk with other people in person, by mail, over the phone, or the internet.

If you need help, you can ask a family member or a staff person.

EXPRESSION

You have the right to freedom of thought, opinion and expression.

EXPRESSION

(Continued)

- **You have the right to plan and discuss goals for your life. You can help plan your Individual Support Plan (ISP).**

- **You need to speak up about ideas, thoughts, feelings, and concerns, so that people can help support you any way you need.**

DIGNITY & RESPECT

Everyone has the right to be treated with honor, worth, and consideration.

American Sign Language- RESPECT

PERSONAL SAFETY

- No one shall be subjected to torture, cruelty, or degrading treatment or punishment. You have the right to be provided with a safe environment at work, in the community and at home.

- Safe from harm:

Physical

Verbal/Emotional

Sexual

Where does violence occur?

Violence can occur ***ANYWHERE.*** Some common places for violence to occur include: private homes, community residences, long term care facilities, work/day programs, transportation vehicles, etc.

Who commits acts of violence and abuse?

Just as violence and abuse can occur anywhere, violence and abuse can be committed by ***ANYONE***. Some examples of people that could be violent/abusive to other individuals include: parents, residential staff, job coaches, transportation drivers, supervisors, friends, strangers, etc.

What are the types of abuse?

Physical Abuse: a deliberate act that causes harm, injury, or intimidation to an individual.

Examples include **hitting, kicking, pushing, burning, cutting, and biting.**

Signs of Physical Abuse: burns, cuts, puncture wounds, bruises, bite marks, and broken bones

Sexual Abuse: unwanted acts of a sexual nature. Examples; **rape, sexual assault, molestation.**

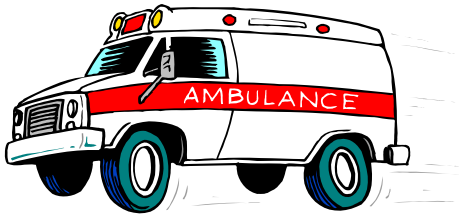
***Neglect*:** to not treat and care for an individual due to carelessness or lack of interest.

Examples; **not providing food or water, not helping someone be clean and clothed, not taking someone to the doctor, not giving medications, not making sure the home is clean, with heat and electricity.**

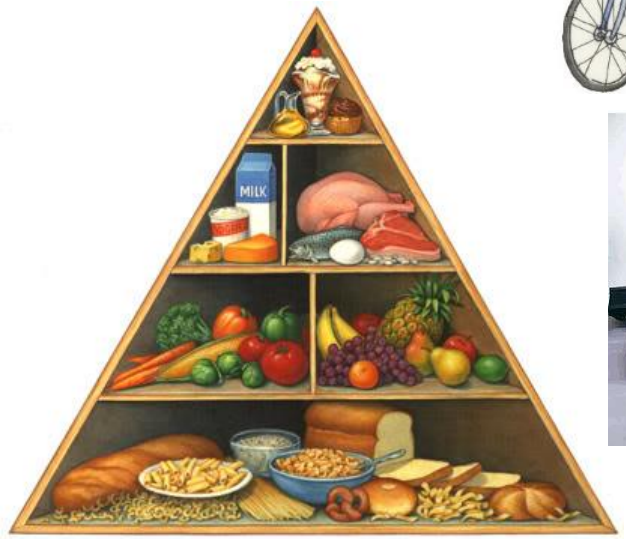
***Verbal/Emotional Abuse*:** behavior and/or words that are negative, demeaning, and/or intimidating that frighten or sadden an individual. Examples; **screaming, swearing, threatening violence, threatening to take away food, shelter, care, clothes, possessions or necessary equipment, name calling, cruel teasing, imitating, harassment, discrimination, and humiliation.**

***Financial Abuse*:** taking someone's money or property without their permission. *Asking an individual to sign documents they don't understand related to their banking, checks , will.*

HEALTH



You have the right to access adequate health care and ongoing health maintenance and the right to decline any service or support.



“ Everyone has the right to take part in the government of his country”

In the United States, candidates run for election every 4 years for Presidency. You have the right to vote in a secret ballot for who you want to be your next President! If you would like to vote, be sure you are registered.

DUE PROCESS

- We are all equal before the law.
- You have the right to be protected by the law *without* discrimination, and *against* discrimination of any kind.

"Everyone is entitled to all the rights and freedoms set forth in this Declaration, without distinction of any kind"

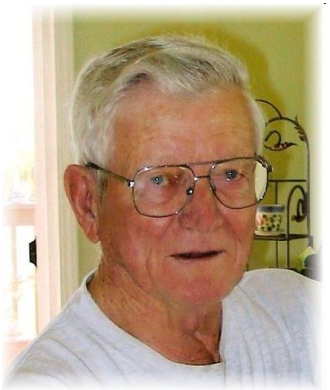
If you are <u>not</u> treated <u>equally</u> and <u>fairly</u> for any reason, this would be called…

<u>DISCRIMINATION</u>

When your rights are violated, you are entitled to protection.

If you feel you are being treated <u>unfairly</u> or <u>improperly</u>, you have the right to talk to someone:

- Family Member
- Staff person at home or work
- Friend



WORK

Steps to reporting Human Rights concerns

*If I have a human rights concern while at WORK, I will talk to the Job Coach on Duty or my Case Manager.

*If the *Job Coach on Duty* and my *Case Manager* are unavailable or I do not feel comfortable to talk to them about my problem, I will contact the Human Rights Officer.

_____ _____

(Name) (Phone Number)

*If the *Human Rights Officer* is unavailable or I do not feel comfortable to talk to them about my problem, I will contact the Program Coordinator.

_____ _____

(Name) (Phone Number)

*If the *Program Coordinator* is unavailable or I do not feel comfortable to talk to them about my problem, I will contact the Campus School Director.

_____ _____

(Name) (Phone Number)

*If the *Campus School Director* is unavailable or I do not feel comfortable to talk to them about my problem, I will contact my Service Coordinator.

_____ _____

(Name) (Phone Number)

**** If I do not feel like I am getting any help with resolving my problem after talking to all the available staff, I can file a report with the Disabled Person's Protection Commission (DPPC) - 617-727-6465***

RESIDENCE **STEPS TO REPORTING HUMAN RIGHTS CONCERNS**

If I, _____ have a human rights concern while at the RESIDENCE,

*I will contact the **Residential Staff on Duty:**

(Name)_____ (Phone Number)_____ Date:_____

*If the *Residential Staff on Duty* is unavailable or I do not feel comfortable to talk to them about my problem, I will contact the **Assistant House Manager.**

(Name)_____ (Phone Number)_____ Date:_____

*If the *Assistant House Manager* is unavailable or I do not feel comfortable to talk to them about my problem, I will contact the **House Manager:**

(Name)_____ (Phone Number)_____ Date:_____

*If the *House Manager* is unavailable or I do not feel comfortable to talk to them about my problem, I will contact the **Program Manager:**

(Name)_____ (Phone Number)_____Date:_____

*If the *Program Manager* is unavailable or I do not feel comfortable to talk to them about my problem, I will contact the **Program Director:**

(Name)_____ (Phone Number)_____ Date:_____

*If the *Program Director* is unavailable or I do not feel comfortable to talk to them about my problem, I will contact the **Human Rights Officer** at the residence.

(Name)_____ (Phone Number)_____ Date:_____

*If the *Human Rights Officer* is unavailable or I do not feel comfortable to talk to them about my problem, I will contact my **Service Coordinator.**

(Name)_____ (Phone Number)_____ Date:_____

*** If I do not feel I received help to resolve my problem after talking to all the available staff, I can file a report with the *Disabled Person's Protection Commission (DPPC) - 617-727-6465.***

HOME

Steps to reporting Human Rights concerns

*If I have a human rights concern while at HOME, I will talk to my Parents or my Legal Guardians.

*If my *Parents* or *Legal Guardians* are unavailable or I do not feel comfortable to talk to them about my problem, I will contact a Family Member.

_____ _____

(Name) (Phone Number)

_____ _____

(Name) (Phone Number)

*If my *Family Members* are unavailable or I do not feel comfortable to talk to them about my problem, I will contact the Human Rights Officer at work.

_____ _____

(Name) (Phone Number)

*If the *Human Rights Officer* at work is unavailable or I do not feel comfortable to talk to them about my problem, I will contact my Service Coordinator.

_____ _____

(Name) (Phone Number)

**** If I do not feel like I am getting any help with resolving my problem after talking to all the available staff, I can file a report with the Disabled Person's Protection Commission (DPPC) - 617-727-6465***

TRANSPORTATION

Steps to reporting Human Rights concerns

*If I have a human rights concern while accessing TRANSPORTATION services, I will talk to the Driver.

*If the *Driver* does not resolve the problem or I do not feel comfortable to talk to them about my problem, I will contact the Transportation Service Manager.

_____ _____

(Name) (Phone Number)

*If the *Transportation Service Manager* is unavailable or I do not feel comfortable to talk to them about my problem, I will contact the Human Rights Officer at work.

_____ _____

(Name) (Phone Number)

*If the *Human Rights Officer* is unavailable or I do not feel comfortable to talk to them about my problem, I will contact my Service Coordinator.

_____ _____

(Name) (Phone Number)

**** If I do not feel like I am getting any help with resolving my problem after talking to all the available staff, I can file a report with the Disabled Person's Protection Commission (DPPC) - 617-727-6465***

MBTA

Reporting Concerns

*If I have any problems or concerns while accessing MBTA services, I will notify the MBTA's Transit Police or a Uniformed MBTA employee.

*If I cannot find the *MBTA's Transit Police* or a *Uniformed MBTA employee*, then I can call:

MBTA's Transit Police Department

(617) 222-1212

*If the *Transit Police Department* is unavailable or I do not feel comfortable to talk to them about my problem, I can file a complaint with MBTA:

Customer Support Representatives

(617) 222-3200

or

www.mbta.com

If I need help with submitting a formal complaint, I can ask a family member or a staff person from work or the residence.

Violation of Rights

If you feel you are experiencing serious physical or emotional abuse, you have the right to file a complaint with the Disabled Persons Protection Commission (DPPC).

DPPC is an independent state agency whose mission is to protect adults with disabilities from abusive acts and omissions of their caregivers, to promote public awareness, and to reduce the incidence of abuse.

You, or any other person on your behalf, may file a complaint.

DPPC

(Disabled Persons Protection Commission)

617- 727- 6465 or 1-800-426-9009 or 1-888-822-0350 TTY

300 Granite St. #404

Braintree, MA 02184

Abuse or neglect committed against persons with disabilities might also be a **crime**. Call the **local police** immediately if a crime (such as: assault and battery, sexual assault, rape, or larceny) has been committed. In an emergency, contact local police by dialing **911**.

BOSTON COLLEGE
SUPPORTED EMPLOYMENT PROGRAM
SIGN-OFF SHEET

- I HAVE RECEIVED AND HAD READ TO ME THE INFORMATION IN THIS HUMAN RIGHTS BOOKLET, *including definitions and signs of abuse and neglect.*

_____

(Signature- Consumer) (Date)

_____

(Signature- Human Rights Officer) (Date)

— —

- YOUR SON OR DAUGHTER HAS REVIEWED THE HUMAN RIGHTS BOOKLET. *Content can be found at* **http://www.bc.edu/content/bc/schools/lsoe/campsch/suppempl/human_rights_booklet0.html**

_____

(Signature- Guardian) (Date)

** The completed sign off sheet will be stored in your personal file at the Supported Employment Program office at Boston College, McGuinn Hall B-18.*