

4.2 Responsibilities (Plain Language)

Spectrum's responsibilities as your service provider are written in a contract with the funder, and in our Policies and Procedures, which are posted on our website.

Spectrum support staff and caregivers are responsible for respecting your rights at all times.

YOUR RESPONSIBILITIES AT SPECTRUM

When you make your own choices, you are responsible for them. Rights and responsibilities go together. Some of your responsibilities as someone receiving services from Spectrum are:

- Let us know if you have any serious health or safety concerns;
- Give us input to the planning of your services;
- Keep us informed of any changes in your life that could affect your services – for example, if you move or if there are changes to important relationships in your life;
- Let us know ahead of time if you need to cancel with your support staff;
- Let us know if you feel unsafe;
- Let us know if you are unhappy with your services;
- Respect the rights of Spectrum staff. This means:
 - Treating staff how you want to be treated.
 - Showing respect for people who are different from yourself, for example different race, culture, language or gender.
 - Making sure your home is a safe place for staff coming into it. If staff do not feel safe in your home, they are allowed to leave at any time.