# PATIENT RIGHTS AND RESPONSIBILITIES

We want to encourage you, as a patient at Atmore Community Hospital, to communicate openly with your health care team, participate in your treatment choices, and promote your own safety by being well informed and actively involved in your care. Because we want you to think of yourself as a partner in your care, we want you to know your rights as well as your responsibilities during your stay at our hospital. We invite you and your family to join us as active members of your care team.

## YOUR RIGHTS

- The right to participate in the development and implementation of your plan of care.
- The right to make informed decisions regarding your care. This includes being informed of your health status, being involved in care and discharge planning and treatment, and being able to request or refuse treatment.
- The right to formulate advance directives and to have hospital staff and practitioners who provide care in the hospital comply with these directives.
- The right to have a family member or representative of your choice and your own physician notified as promptly as possible of your admission to the hospital.
- The right to personal privacy.
- The right to receive care in a safe setting.
- The right to confidentiality of your clinical records, except where reporting or disclosure is required by law.
- The right to access information contained in your clinical records within a reasonable time frame.
- The right to be free from physical or mental abuse, or sexual abuse, harassment, neglect, exploitation and corporal punishment. This includes the right to be free from restraint or seclusion, of any form, imposed as a means of coercion, discipline, convenience, or retaliation by staff.
- Each Medicare beneficiary who is an inpatient will be provided a standard notice, "*An important Message from Medicare,"* within 2 days of admission.
- The right to be treated in a dignified and respectful manner that supports your dignity.
- The right to a need for effective communication. This includes the right to receive information in a manner that should be understandable to you.
- The right to respect your cultural and personal values, beliefs, and preferences.
- The right to access, request amendment to, and obtain information on disclosures of your health information, in accordance with law and regulation.
- The right to religious and other spiritual services.
- The right to pain management.

- The right to participate in decisions about your care, treatment and services, including those received at end of life.

- The right to refuse care, treatment and services.

- The right to give or withhold informed consent, including informed consent to produce or withhold any recordings, films or other images of you for purposes other than your care.

- The right to decide whether or not to participate in research, investigation, or clinical trials. Refusal to participate will not jeopardize your care, treatment or services unrelated to research, investigations or clinical trials.

- The right to receive information about the individual(s) responsible for, as well as those providing, your care, treatment and services.

- The right to an environment that preserves dignity and contributes to a positive self image.

- The right to have complaints reviewed by the hospital. The right for timely/prompt resolution of patient grievances.

- The right to access protective and advocacy services.

- The right to receive, withdraw or deny visitors of your choice (provided there are no clinical restrictions or other limitation on patient visitation, such as, if visitation would otherwise interfere with your care and/or care of other patients) including, but not limited to, a spouse, a domestic partner (including a same-sex domestic partner), another family member, or a friend.

- Visitation privileges are not restricted, limited or otherwise denied on the basis of race, color, national origin, religion, sex, gender identity, sexual orientation or disability.

Anyone who has concerns regarding patient safety and quality of care should contact the unit manager or director. Concerns may also be reported to hospital administration by calling 251-368-6396.

Anyone who has unresolved concerns about safety or quality of care provided at Atmore Community Hospital may report these concerns to the Alabama Department of Public Health.

State of Alabama, Department of Public Health
P.O. Box 30317
Montgomery, AL 36130-3017

Or by phone 1-800-356-9596

**YOUR RESPONSIBILITIES**

- You are expected to provide accurate and complete information about your health, medical history, present condition(s), hospital stays, medications, and any other matters that pertain to your health or safety as requested.

- You are expected to provide a copy of your advance directive if you have one.

- You are expected to be an active member of your care team and to ask questions when you do not understand information or instructions.

- You are expected to follow through with your treatment plan, to notify your doctor if you expect that you cannot; and to assume responsibility for not doing so.

- You are expected to actively participate in your pain management plan and to inform your care team of the effectiveness of your treatment.

- You are expected to provide complete and accurate information about your health insurance coverage and to pay your bills in a timely manner.

- You are expected to leave valuables at home and only bring necessary items for your hospital stay.

- You are expected to treat all hospital staff, other patients and visitors with courtesy and respect; and to abide by all hospital rules and regulations.

- You are expected to keep your appointments, be on time for your appointments, or to notify your health care provider if you cannot keep your appointments.

**We are honored that you have chosen us to provide your care and treatment and look forward to establishing an effective partnership with you and your family.**