

Advocate/Client Non-Fraternization Policy

NOTE: For the intents purposes of this policy, the term “Advocate” applies to any person providing direct services to a client of this organization including but not limited to case management, crisis intervention, coaching, non-therapeutic support, intake, triage, and referrals.

PURPOSE: The purpose of this policy is to establish standards and boundaries of conduct for Advocates working with clients on behalf of <<ORG NAME>> to discourage and mitigate the formation of improper and/or ethically questionable attachments between the Advocate and client.

POLICY: Advocate behavior and conduct should be guided by <<ORG NAME>> mission and values during any interaction with a client. Advocates have an ethical responsibility to set and enforce tone and boundaries within the Advocate/client professional relationship.

As such, the following guidelines apply to maintain healthy and appropriate boundaries with clients while working for <<ORG NAME>>:

1. An Advocate may not engage in a romantic and/or sexual relationship with any past or present client.
2. An Advocate may not provide any personal contact information (including but not limited to home address, personal email, and/or personal phone number) to any past or present client. All communication between Advocate and client should take place via the employer provided email address and phone number.
3. An Advocate may not add, follow, friend, accept any requests from, and/or in any other way interact with a past or present client on a social media platform including but not limited to Instagram, TikTok, Facebook, Snapchat, Threads, X, and/or similar platforms.
4. An Advocate may not invite past or present clients to and/or attend personal functions of past or present clients. This includes but is not limited to family celebrations, birthday parties, graduation parties, baby/wedding showers, weddings, and/or vacations.
5. An Advocate may not spend time with a past or present client outside of work hours and in a professional capacity.
6. An Advocate may not display favoritism toward any one client over another through such behaviors as including but not limited to spending extra time with client, securing special/secret resources for client, and/or spending personal resources on client.
7. If the Advocate has a pre-existing personal, romantic, and/or familial relationship with someone who becomes a client of <<ORG NAME>> during their employment, the Advocate must report the relationship to a supervisor immediately.

As a professional, it is incumbent upon the Advocate – not the client – to establish and maintain appropriate boundaries. If the Advocate feels that a client is becoming emotionally and/or improperly attached, the Advocate must report their concerns to a supervisor immediately. Further, if the Advocate observes and/or has knowledge of potentially improper relations or attachment between another Advocate and client, they must report their concerns to a supervisor immediately.

ACKNOWLEDGEMENT

I have read the *Advocate/Client Non-Fraternization Policy* and by signing below am acknowledging the following:

- I understand the content and meaning of the policy.
- I understand that in my position with <<ORG NAME>> , I am considered an Advocate and this policy applies to me and my interactions with clients.
- I understand that it is my responsibility to report any potentially improper relationships and/or attachments between an Advocate (including myself) and client to a supervisor immediately.
- I understand that if a potentially improper situation is reported to <<ORG NAME>> by a colleague or client, an investigation into the claim will be completed by organization leadership.
- I understand that violation of this policy may result in formal disciplinary action by <<ORG NAME>> up to and including termination of employment.

Advocate Signature

Date

Advocate Printed Name

Supervisor/HR Representative Signature

Date

Supervisor/HR Representative Printed Name