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.
- 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		