Utah Department of
Health & Human Services
Services for People with Disabilities

UTAH DEPARTMENT OF HEALTH AND HUMAN SERVICES DIVISION OF SERVICES FOR PEOPLE WITH DISABILITIES POLICY AND PROCEDURES		
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HUMAN RIGHTS		
RATIONALE: The intent of this policy is to ensure a consistent and accountable response by division staff when potential human rights violations are reported or identified. Authorizing Code: 26B-6-403 Rule: NA Forms: NA		
Original Effective: **NA**	**Revision:** **3/4/2026**	**Next Review Due:** **3/1/2031**

I. **DESCRIPTION**
This policy establishes procedures for division staff to follow when potential human rights violations are brought to the division's attention.

II. **DEFINITIONS**
The following terms are defined for this policy as:

A. **Adult Protective Services (APS):** means the unit within the department's Division of Aging and Adult Services (DAAS) that is responsible for investigating reports of abuse, neglect, or exploitation of vulnerable adults.

B. **Child Protective Service (CPS):** means the unit within the department's Division of Child and Family Services (DCFS) that is responsible for investigating reports of abuse, neglect, or dependency of children.

C. **Community inclusion team:** means the team within the division that reviews and coordinates reports received by the division of potential settings violations.

D. **Department:** means the Department of Health and Human Services (DHHS).

E. **Division:** means the Division of Services for People with Disabilities, as defined in Section 26B-6-401.

F. **Office of Service Review (OSR):** means the unit within the department's Division of Continuous Quality Improvement (CQI) that is responsible for monitoring compliance with state and federal regulations, court rulings, contract, and policy requirements through internal and external program review.

III. POLICY

A. A Person with disabilities has the same human rights that are afforded to all other citizens through state and federal law. Human rights may only be suspended through due process.

B. All division staff shall assure and protect the human rights of any Person in services by responding promptly to any reports of the violation of those rights, or of failure to provide due process for limiting rights.

C. Potential human rights violations may be reported to the division by any interested party.

D. Reports of potential human rights violations may be received by any division staff. Reports may be received in any format, and may be anonymous.

E. All reports of potential human rights violations shall be treated with equal diligence.

F. Reports of abuse, neglect, exploitation, or dependency of a child or vulnerable adult shall be referred directly to law enforcement or to the appropriate department agency (APS or CPS) identified below in (IV) Procedures.

IV. PROCEDURE

A. Division staff shall refer reports of human right violations to the appropriate unit or team.
1. Settings-related violations or concerns shall be referred to the community inclusion team for initial review.
2. Other reported violations or concerns shall be referred to the constituent services team, who may take further actions to investigate and intervene in the potential rights violation, including additional referral to appropriate entities.
3. Both teams shall consult with each other as necessary.
4. The community inclusion and constituent services teams maintain separate tracking sheets for their respective teams. These sheets are where the teams document detailed reports of rights violations and where they track further actions taken.

B. The constituent services and the settings collaboration teams shall:
1. refer reports to the Office of Service Review when a contract violation or an issue of program integrity may have occurred;
2. document and refer reports that include allegations of abuse, neglect, or exploitation to Adult Protective Services or Child Protective Services; and
3. refer reported violations that may require a higher level of awareness or review to the appropriate individual(s), team, or agency, as appropriate.