

	<p>3.1.25</p>	<p>VIDEO RECORDING CAMERA POLICY</p>	<p>Effective: 11/24 Revised: Reviewed/Approved by Bd. of Dir.: 11/24</p>  <p>Teddi Hernandez, President/CEO</p>
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POLICY STATEMENT:

Lakemary provides individualized support for each person, based on their unique needs and support requests, as detailed in the PCSP, Treatment Plan, BSP, MHBP, and Risk Assessment. Based on the imminent, significant, health or safety risk, one of these supports may include the use of a video camera.

POLICY

1. Based on the individual and unique support needs of the person, Lakemary strategically selects locations in common areas to place cameras to ensure maximum benefit and least intrusion on privacy.
2. Cameras are only placed in common areas and never in locations where intimate privacy must be ensured, such as bathrooms or bedrooms.
3. Cameras DO NOT replace, or take the place of, staff support.
4. Only select and authorized staff will have access to review camera footage. Upon request from law enforcement, they may be granted access as part of an investigatory process. However, an authorized Lakemary staff person will oversee the viewing process on Lakemary grounds.
5. Review of camera footage will be documented.
6. Information gained from review of camera footage is confidential. HIPAA guidelines MUST be followed.
7. Camera footage is securely maintained for 30 days unless a video clip is saved as part of an investigative process.
8. In Lakemary’s adult service program, service recipients must give consent to video cameras in their residential environment.

Policy reference: NA

Procedure reference: PRTF Program Handbook
Family Program Handbook
Lakemary School Day Student Parent Handbook
PRTF Parent/Guardian Handbook
Lakemary School Procedure Manual

Application: Lakemary School