Catholic Charities Disabilities Services	
Agency Standard and Procedure	
Standard Category	Residential
Standard Title	Protecting Valuables of Individuals Supported
Regulations	
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Attachments	
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Standard:
The individuals supported by Catholic Charities Disabilities Services (CCDS) may have possessions that are of significant financial or sentimental value to them. CCDS is committed to protecting all possessions of the individuals supported that are of value to them.

For the purpose of this standard, valuables will refer to possessions that imposed a cost in excess of $100, or that the individual identifies as having great sentimental value regardless of the cost.

Procedure:

1) Every individual supported has a bedroom where they can store any personal effects.

2) If an individual supported has valuables of monetary or sentimental value to them, CCDS will provide extra protection for any items the individual supported would like to be secured.

3) Any individual supported can be offered the opportunity to have any valuables stored in a secure area (staff office, locked drawer, etc.).

4) If the individual supported would prefer to have the ability to secure valuables in their bedroom, CCDS staff will assist them in purchasing a lockbox, safe, etc., to be purchased by the individual supported.

5) Family members, guardians, and/or advocates may request items viewed as valuable be secured.