Customer Rights and Responsibilities

Marine and Family Programs is committed to providing high quality programs, continuity of care, and “World Class Customer Service” to all military members and their families. We strive to make every part of your experience as informative and as pleasant as possible. As a customer your rights and responsibilities include:

The Rights to:

- Receive quality care and assistance within the limits of services.
- Be treated with dignity and respect regardless of race, culture, sex, age, disability, creed, socio-economic status, marital status, and military status.
- Be informed of services offered by the program(s) you utilize and how information obtained will be safeguarded in respect of confidentiality permitted by law.
- Be informed of service provider’s qualifications to include experience, education, certification(s) and state licensure when accessing clinical counseling services.
- Be informed of privacy limitation, mandated reporting and duty to warn.
- Voluntarily participate in programs and refuse assistance unless required by Marine Corps Order.
- Request access and/or copies of personal records.
- Communicate and practice religious and spiritual beliefs, as desired.
- Lodge an Interactive Customer Evaluation (ICE) comment regarding experience with services offered by Marine and Family Programs.
- ICE Link: http://ice.disa.mil/index.cfm?fa=site&site_id=494

The Responsibility to:

- Be honest and direct with service provider(s) to ensure that appropriate services and/or referrals are provided.
- Treat staff with dignity and respect and adhere to base standards of dress code when accessing services.
- Keep scheduled appointments or provide proper notification of any cancellation.
- Actively participate with service planning and follow through with goals (if applicable).
- Adhere to installation policies prohibiting smoking and/or alcohol use while accessing services and in the building where service occur.