

Professional Boundaries

DO's & DON'Ts

Dos

1 SET Do set your personal AND professional boundaries at the beginning of the client/caretaker relationship.



- No one else will take the responsibility if something negative occurs as a result of poor boundaries with clients.
- You are the one who faces the consequences

2

REMEMBER

Do remember that when professional boundaries are blurred, you – the employee – are the one held accountable!

Also remember that no matter how “close” you feel to your client, you are not a family member, you are an employee, and you must protect yourself as such.



Maintain A Caring, But Professional Relationship

3 MAINTAIN

Do maintain an attitude of detached concern for clients, rather than a close personal relationship.

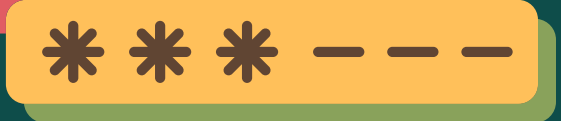
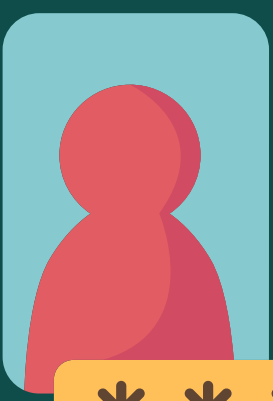
Dont's

4

PRIVACY

Do not give clients your home/cell phone number.

Do not interact with a client or their family on Facebook or any social media application.



Professional Boundaries

DO's & DON'Ts

Dont's

Do not discuss finances – either the client's or your own.

Do not discuss other clients; this is a breach of client confidentiality.

Do not discuss your personal life and life stresses with clients.

Do not get involved in or take sides in family issues/problems.

Do not visit with a client in person or on the phone on your personal time.



5 GIFTS

Do not take gifts from clients, or allow a client to purchase anything for you.

Do not borrow money or any item from a client.

Do not buy items for clients with your personal money

6 THOUGHTS & OPINIONS

Do not offer comments, opinions or suggestions to your client about how to deal with any of their personal dynamics (health, family, social, religious).



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