



Policy Number: 5

Effective Date: May 1, 2008  
Revised: October 16, 2017,  
August 13, 2020

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Subject: Identification of  
Staff Credentials

**PURPOSE:**

Camden County Developmental Disability Resources (CCDDR) shall have a policy to provide clients and/or their legal representatives with identification and credentials of the Support Coordinator assigned to them.

**POLICY:**

Clients and/or their legal representative can receive information about their assigned Support Coordinator upon request.

The information provided will include the following:

- The name of their Support Coordinator and contact information
- Information on how to reach their Support Coordinator in the event of an emergency
- The credentials of their Support Coordinator, including education, experience, and relevant training

**REFERENCE:**

- CARF Standards Manual