



In Cooperation with



Transitional Living Program Guidelines

PROGRAM GUIDELINES

INTRODUCTION

Welcome to Jackson Recovery Centers Transitional Living Program. We are glad you're here. This transitional living program is designed to offer a safe living environment for women and/or women with children who have completed a primary addiction treatment program. We have designed this treatment program to help you be successful in your recovery. Our goal is to provide a safe and stable living environment for both you and your children as you continue in your recovery and reunite as a family. This will include group, individual and family therapy as well as other supportive services that will be discussed further in this handbook.

TREATMENT PHILOSOPHY

The philosophy of Jackson Recovery Centers is based on the 12 Steps, which were formulated by Alcoholics Anonymous. We are addiction focused and deal with inappropriate behavior in a supportive, therapeutic, structured, and understanding environment. Recovery is a time for discovery and change. Treatment will help you with that change and help you develop to your full potential.

Each patient will have an individual Treatment Plan, however, the emphasis of the program is the creation of a positive and caring culture within the Recovery Centered Community.

We believe people suffering from addictions seek boundaries, structure, and responsibility, which can be achieved in our supportive 12 Step community. The ultimate goal is for our patients to find recovery and maintain an addiction free lifestyle. We believe addictions affect both the addict and their families in negative ways. Regular attendance at 12 Step meetings, family treatment, and an individualized treatment plan can help you find successful recovery.

We recognize that approximately 80% of the individuals who have a substance abuse disorder also have mental health symptoms or a psychiatric disorder. We believe that treatment of these disorders at the same time is critical for long-term success in recovery. You will be offered individualized and fully integrated substance abuse services based on your strengths, abilities and preferences. Our role is to understand your experiences and offer support as you begin this journey of recovery.

PATIENT RIGHTS

JRC Transitional Living Program is dedicated to providing health care, therapy services and case management to you in a courteous and compassionate manner that respects your personal dignity.

Patients can expect the following during their treatment stay:

- Individualized treatment, based on your individual need(s).
- Impartial access to assessment, admission, treatment, and case management services, regardless of race, religion, sex, ethnicity, age, disability, or sexual preference.
- Access to legal counsel as requested.
- The right to request the opinion of an outside consultant at your own expense, or an in-house review of your treatment plan.
- The right to personal privacy.
- Full information on the following:
 - Professional status of staff members caring for you
 - Nature and possible risks/side effects of all recommended care
 - Alternate treatments available
 - Costs of all services

Restriction of patient rights and/or privileges:

A patient's rights or privileges may be restricted for safety or therapeutic reasons. The patient and family shall be notified and this will be reviewed by the treatment team in rounds. The patient will be informed as to how they may regain the privilege which will be documented in the patient record.

PATIENT CONDUCT

Confidentiality

You are prohibited from disclosing ANY information about other patients to people outside the patient community. You are also prohibited from discussing one another's personal information with peers inside the program, unless there is a concern that a patient is at risk to harm themselves or someone else, or you are given direct permission by the patient to discuss it.

In order to build trust and to maintain anonymity between you and other patients, it is important to abide by this guideline. This includes not sharing patient names and histories with anyone, including your family. Any violation of patient confidentiality is

a serious matter, and will be handled as such. A good rule of thumb when thinking about confidentiality is to think about whether you would want one of your peers to share your name and information with someone outside the facility.

Abstinence

You are to maintain abstinence from alcohol and mood-altering chemicals. **No alcohol or drugs are to be in your body, in your possession, brought into treatment sessions or into the Sanctuary Apartments premises.** This also includes any visitors that you have on the premises. Failure to abide by this rule can result in the termination of your treatment at this level of care, referral for services at a higher level of care, and may jeopardize your occupancy at Sanctuary Apartments.

Smoking and Tobacco Use

Smoking and tobacco use is **not** allowed in apartments or community buildings. Smoking is allowed only in designated areas outside the housing complex. There is no smoking on the decks of the upstairs apartments. Please dispose of cigarette butts and/or other tobacco products in appropriate trash receptacles.

Profanity and Violence

JRC's Transitional Living Program strives to be a safe place for all, free of threats to one's physical and emotional safety. We encourage you to express your thoughts, ideas, and opinions openly. However, profanity, verbal and physical threats, verbal or physical abuse, or damage to Sanctuary Apartments property will not be tolerated. Threats to one's personal emotional or physical safety or those of staff, peers, or children are a violation of the programs major rules and will be handled accordingly.

Consequences for verbal or physical threats or abuse include, but are not limited to: therapeutic consequences, legal charges, or expulsion from the program.

Consequences for property damage may include the above-mentioned consequences, in addition to being financially responsible for the cost of the property.

Staff at this facility are mandatory child abuse reporters, and any allegations of child abuse will be reported to the Iowa Department of Human Services.

Housing Expectations

In accordance with your housing voucher it is expected that this be your only place of residence, that you spend the majority of your time on the property, and that you comply with Section 8 standards. Once you obtain employment or get signed up for school you will need to notify housing within seven (7) days of your change of employment/status. You will also need to notify housing if there is any change in the

number of occupants of your apartment. Failure to do this in a timely manner will result in the loss of your housing voucher.

Visitation

Visitation within the Sanctuary Apartments is regulated for the safety of the patients and their children living within. All visitors must be actively involved in your treatment through participation in family therapy and skill development sessions as appropriate. The plan for involvement of others in your treatment and visitation will be documented in your treatment plan and adhered to as a treatment component. Any visitor that has not been pre-approved by the Case Manager or Therapist and has not participated in family will not be allowed on the premises. If this rule is not followed it will result in a violation of the program (non-compliance), possible termination of your treatment at this level of care, and may jeopardize your occupancy at Sanctuary Apartments.

Overnight guests will be regulated according to the housing voucher and all overnight guests need to be pre-approved by the Case Manager. Significant others are not allowed on the premises before 8 am or after 10 pm and are never allowed to be overnight guests. Failure to comply with these standards will jeopardize your continuation in the program.

Treatment Services

Therapy and all other scheduled treatment services are important parts of your overall treatment. You are expected to attend all therapeutic sessions and activities as outlined in your treatment plan. Being on time for treatment activities is expected.

Therapy- Your therapy includes a combination of group, individual and family therapy. Your treatment regimen is individualized to you and is documented on your treatment plan that you develop in collaboration with the program's Therapist and Case Manager.

Family therapy group will be held periodically on the second Tuesday of the month. Family therapy will take place during evening group (5-7pm). Family therapy sessions can also include a one-on-one session with the therapist or a phone session. Individual sessions and phone sessions need to be set up ahead of time. Visitors need to participate in family prior to being on the premises unless prior approval by Case Manager or Therapist is given.

Skill Development- Skill development services include individual and group meetings with the case manager, tailored to your individual needs as well as independent study as assigned by the Therapist or Case Manager. These sessions focus on independent living skills, education and employment skills,

parenting, anger management, budgeting and any other individual skills that you and your Therapist or Case Manager identify.

Recovery Groups- You are to attend three (3) AA, NA, CODA or other 12 step based meetings per week, which will be documented by meeting slips that need to be signed and turned in to the Case Manager by Monday at 4 pm. Failure to submit proof of these meetings will result in receiving non-compliance.

Medical Care- Medical Care is offered through Siouxland Community Health Center, twice weekly at the Women's and Children's Center. To schedule an appointment, please contact the Nursing Staff at WCC at 712-258-4578.

Psychiatric Care/Medication Management- Psychiatric Care and Medication Management will be available upon request at River Hills with Collette McCullough, ARNP. To schedule an appointment please contact River Hills at 712-202-0777.

Community Meetings- On Tuesday evenings at 5 pm there is a **mandatory** community meeting that everyone must attend. During this meeting announcements will be made and there will be a discussion of any issues/concerns that the community wants to bring up.

Drug Testing- While participating in the program you will be required to submit to random urinalysis.

Daycare- Licensed Childcare is available Monday through Friday from 8:00 a.m. until 3:00 p.m. at the Women and Children's Center. Funding must be secured through the Department of Human Services; children must have up-to-date immunizations, signed by a physician, and a current physical before they can be enrolled in the childcare.

In the event of an absence due to illness or other unforeseeable event, mothers must notify the childcare supervisor prior to the scheduled attendance time. Children with excessive absenteeism will be dismissed from the program.

The childcare center complies with all Iowa Department of Human Services licensing standards and requirements. A copy of the standards is located in the childcare center office.

Failure to comply with payment obligations may result in your child being dismissed from the childcare program.

Jackson Recovery Centers Sanctuary Transitional Housing

Schedule of Treatment Services

Time	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
5:00-7:00p			Community/ Educational Group- Mandatory	5-7 Group Therapy	5-7 Group Therapy		

****In addition you will participate in 1 hour of individual therapy and 1 hour of individual case management per week as scheduled.**

****Each patient must attend 3 AA/NA meetings per week and provide proof of attendance. Any week without meeting attendance will result in noncompliance and is a violation of the program.**

Participation in the above outlined activities is mandatory. If you are unable to make the above appointments due to illness or an unforeseeable emergency 1 hour notification is required or it is considered an unexcused absence. Three (3) unexcused absences will result in non-compliance, possible termination of your treatment at this level of care, and may jeopardize your occupancy at Sanctuary Apartments.

I understand that my residence at Sanctuary Apartments is based on my compliances with the treatment program through Jackson Recovery Centers. Immediate discharge from the treatment program will mean immediate eviction from my apartment at Sanctuary.

Patient Signature

Date