



Participant REFERRAL AND ADMISSION PACKAGE

Dorie's House Treatment Centre
Swift Current, Saskatchewan

Last Updated: September 2021

PARTICIPANT INFORMATION

Participant Full Name: _____

HSN: _____

DOB: _____





Dories House Treatment Centre - Participant Admission Package

Admission Checklist

Required Medical Documentation

The Following is to be completed by Referring Agent

Does the participant have their doctor's note?	Yes	No	N/A
Does the participant bring in withdrawal prescriptions that need to be filled?	Yes	No	N/A
Two pieces of identification (preferably one photo)	Yes	No	N/A
Completed testing and confirmed negative for COVID-19?	Yes		

The Following be completed by Dorie's House staff and SHA Nurse

Below are a list of items that should be prepared and completed during a Participant's admission

DHTC Staff	Nurse
<input type="checkbox"/> Ziploc bag (with gloves)	<input type="checkbox"/> Nursing service check
<input type="checkbox"/> Water bottle (with participant's name on it)	<input type="checkbox"/> Standing Orders
<input type="checkbox"/> Sharps Container	<input type="checkbox"/> Transfer Form
<input type="checkbox"/> Participant File - with the following completed with participant:	<input type="checkbox"/> Doctor's progress notes
<input type="checkbox"/> ADG - Admission Section	<input type="checkbox"/> Nursing Assessment
<input type="checkbox"/> Client Admission Package (inclusive of):	<input type="checkbox"/> PIPP Sheets
<input type="checkbox"/> Progress Notes	<input type="checkbox"/> Safety Plan (if applicable)
<input type="checkbox"/> Terms of Service and Agreement	
<input type="checkbox"/> Smoking, Tobacco, Vaping and NRT Agreement	
<input type="checkbox"/> Non-therapeutic Situational Agreement	
<input type="checkbox"/> Verbal Consultation Consent	
<input type="checkbox"/> Client Contact List	
<input type="checkbox"/> House Norms	
<input type="checkbox"/> Supports for Participants	
<input type="checkbox"/> Client Daily Schedule	
<input type="checkbox"/> Confiscated Belongings Upon Admission	
<input type="checkbox"/> Smokes and Cash Tracker	
<input type="checkbox"/> Discharge Summary (to be completed upon discharge)	

Added Participant to Master Participant List

Admission Lead Staff: _____

Paperwork Completed by: _____

Bag Check Completed by: _____

Gown Check Completed by: _____

Admission Nurse (if applicable): _____



Dories House Treatment Centre - Participant Admission Package

To be completed by Referring Agent as needed during Referral Process

Participant Progress Notes during Referral Process

Name: _____

HSN: _____

D.O.B: _____

DATE	TIME	REMARKS



Dorie's House Treatment Centre - Participant Admission Package

The Following is to be reviewed with Participant by the Referring Agent:

Terms of Service and Agreement

Disclaimer

When a Participant enters Dorie's House Treatment Centre in an intoxicated state, it is assumed informed consent regarding the following statements, terms, and documents should exist. Should staff feel necessary, these documents may be re-reviewed with the participant within 24 hours of admission.

Association Conduct and participant Privacy

Dorie's House Treatment Centre is committed to respecting and ensuring privacy, security and confidentiality of personal health information, consistent with the Criminal Code of Canada, The Child and Family Services Act, The Mental Health Services Act and The Health Information Protection Act legislation and guidance from professional associations.

Surveillance

Surveillance cameras are used to monitor the activities of this facility for the safety of people and for the protection of assets. Excluding shower rooms/washrooms and participant rooms, the entire facility and the grounds surrounding outside are under surveillance 24/7. An image or video may be used for identification purposes and may be disclosed to a law enforcement agency if criminal activity is suspected.

Room Search

Your room, your person and your belongings may be searched by staff or the Swift Current Police Services, including Canine Unit, without warrant, at any time during your stay to ensure the safety for all staff, participants, and the community. This search may be done with, or without your presence. By signing below, you agree to these conditions.

Collection and Storage of Personal Health Information

Personal health information is collected about you directly from you or from the person acting on your behalf. Personal health information may include your name, date of birth, address, health history, record of your visits to Dorie's House Treatment Centre and the support you received during those visits. Your information may be collected from other sources if you provide consent to do so.



Dories House Treatment Centre - Participant Admission Package

Disclosure of Personal Health Information

Your personal health information may be:

- Communicated with your healthcare providers including your family physician or other healthcare institutions, by only the information required for treatment support and continuity of care (unless you advise Dorie's House Treatment Centre otherwise);
- Used to comply with legal and regulatory requirements in some situations, information must be disclosed by law (e.g., when a child requires protection, missing persons); and/or,
- Released to those in your circle of care if there appears to be suicide or homicide risk.

Accessing or Correcting Personal Information

If you require access to your personal health information or believe a record held by Dorie's House Treatment Centre is inaccurate or incomplete, you may make a written request to access or correct your personal information.

Please note: All services at Dorie's House Treatment Centre are voluntary. We cannot and will not hold you against your will. Your participation in the programming is expected.

Withdrawal Medication

Please be aware that even though you purchased your withdrawal medication (e.g., Valium), if you choose to discharge yourself, your remaining withdrawal medication will be disposed of at a local pharmacy (e.g., includes Methadone or Suboxone).

Agreement

The following sections have been verbally read to me and I understand and agree to follow the conditions and rules as outlined within each section:

- Disclaimer
- Association Conduct and participant Privacy
- Room Search
- Collection and Storage of Personal Health Information
- Disclosure of Personal Health Information
- Withdrawal Medication

Participant Signature

Date (DD/MM/YYYY)

Referring Agent Signature

Date (DD/MM/YYYY)

The Following is to be reviewed with Participant by the Referring Agent:



Dories House Treatment Centre - Participant Admission Package

Smoking/Tobacco/Vaping Status

Do you smoke, use tobacco products, vape or use nicotine replacement therapy?

- Yes
 No

(If yes, please proceed through the remainder of this section. If no, please move on to the next section).

Policy and Procedures

- All smokes, tobacco products, and vaping products must come in a new, sealed container/package. No half packs/open packs will be accepted. Any open packages will be kept in a locked cabinet and they can access them upon discharge.

Participant Daily Expectations

- Participants at Dorie's House Treatment Centre will be allowed to smoke in the designated outside area, at the designated "deck times".
- Participants get a total of 4 deck breaks each day and will be allowed one cigarette per deck break
- Participants are responsible for following the participant schedule as to when tobacco cigarettes and vaping products are being provided. If participants hide smokes, tobacco products, or vaping products in their room, steal or share lit smokes from other participants, or save smokes/tobacco products to use during non-designated smoke times, it may result in the participant's access revoked.
- No keeping or hiding cigarettes. If you have a smoke butt, you must place it back in the designated smoke butt container. You cannot have it on your person.
- Participants choosing to take a smoke/deck time break will be accompanied and/or observed by staff.
- Lighter must be returned to staff member after each smoke break



Dories House Treatment Centre - Participant Admission Package

The Following is Completed by Dorie's House and SHA Staff

Nicotine Replacement Therapy (NRT)

- Nicotine Replacement Therapy (NRT - e.g., gum, patch, and inhaler) are allowed, but will be controlled and closed appropriately.
- It is dangerous to smoke while using a Nicotine patch. All participants who wish to do both are required to meet with the SHA nurse prior to using the patch and smoking simultaneously. Use of gum or inhaler may be used in combination with cigarettes.
- Participant **IS NOT** interested in NRT.
- Participant **IS** interested in NRT, but did not bring any items.
 - Participant will speak with in-house nurse regarding Nicotine Replacement Therapy options
- Participant brought their own to NRT. Staff will speak with an in-house nurse regarding proper dosage and the in-house nurse will fill out the form below.

Dose for Nicotine Patch, Gum, or Inhaler if allowed: _____

I agree to the above terms as outlined within the Smoking, Tobacco, Vaping and NRT Agreement.

participant Signature

Date (DD/MM/YYYY)

Staff Signature

Date (DD/MM/YYYY)

Nurse Signature

Date (DD/MM/YYYY)



Dories House Treatment Centre - Participant Admission Package

The Following is to be reviewed with Participant by the Referring Agent:

Non-Therapeutic Situational Agreement

Preamble

All Participants at Dorie's House Treatment Centre deserve the opportunity to engage in treatment in a supportive environment. Individuals who attend treatment with alternative intentions, unwillingness to follow house rules/structure, and/or a relationship with co-participants can result in the therapeutic experience of participants to be compromised. As a result, participants are to disclose if any of the following situations are present.

Are you aware of a situation in this facility where your therapeutic experience may be compromised, or that of a co-participant's?

Comments:

For example:

Are you aware of an individual with whom you have present or past history/intimate relationship with? (e.g., spouse, partner, ex-partner, family member, drug dealer) being at this facility at the same time as you? We're asking these questions to maximize the quality of your treatment.

Yes

No

Are you planning to attend and participate in programming?

Yes

No

Are you disclosing all banned/restricted substances or belongings (e.g., drugs, razors, cell phone) on your person or in your baggage upon arrival/admission?

Yes

No

Do you feel your attendance at Treatment is being forced by external entities?

Yes

No



Dorie's House Treatment Centre - Participant Admission Package

Are you willing to make a change in your substance use/mental health?

- Yes
- No

Are you attending for legal/justice reasons (e.g., receiving early release on conditions of attending treatment)?

- Yes
- No

Are you intending to commit to the full 4-6 week inpatient program?

- Yes
- No

Have you informed Dorie's House Treatment Centre staff of any pre-existing health concerns that may impact your stay?

- Yes
- No

If any of the above situations change during your stay, you are responsible for promptly informing Dorie's House Treatment Centre staff. If you have provided false information, and/or your situation has changed and you don't inform staff of the change, your case will be reviewed on an individual basis with the staff and/or House Manager/Executive Director.

Participant Signature	Date	Referring Agent Signature	Date
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Dories House Treatment Centre - Participant Admission Package

The Following is to be reviewed with Participant by the Referring Agent:

Verbal Consultation Consent

I, _____ the undersigned, hereby authorize Dorie's House Treatment Centre to consult with the following individuals and agencies about myself to or from the following:

Terms and Conditions (if applicable):

Please note: This consent remains in effect for one (1) year from the date of signature.

Participant Signature

Date (DD/MM/YYYY)

Referring Agent Signature

Date (DD/MM/YYYY)






Dories House Treatment Centre - Participant Admission Package

The Following is to be reviewed with Participant by the Referring Agent:

Participant Contact List

To protect all participants' anonymity and to support your recovery journey, all cell phones, laptops, or any other internet empowered or photo taking devices will be locked up in a secure room at Dorie's House Treatment Centre for the duration of the participant's stay.

There are landline phones available for participants to access within the facility. If you would like to use the landline during your stay, we require **all numbers to be written down prior to attending treatment**. Your personal cell phones will not be available for use during your stay at Dorie's House Treatment Centre, so please have all numbers written on this Participant Contact Sheet prior to attending treatment.

Contact Name/ Relationship to Participant 	Phone Number 1 	Phone Number 2 
Name: Relationship:		
Name: Relationship:		
Name: Relationship:		
Name: Relationship:		
Name: Relationship:		



Dories House Treatment Centre - Participant Admission Package

The Following is to be reviewed with Participant by the Referring Agent:

House Norms

The following house norms were created by staff to ensure a healthy and safe environment.

Situation

- Drugs and alcohol on site
- Physical/Sexual relationships with co-participants
- Leaving the grounds unescorted
- Smoking/vaping in the building
- Violence
- Breach of anonymity and confidentiality
- Breach of Public Health Orders

Resulting Action

Discharge

- Theft
- Consistently not Attending Group Programming
- Breach of Non-Therapeutic Situational Agreement

Potential Discharge

- Self-Harming
- Sharing lit cigarettes, nail clippers, razors, and/or tweezers with co-participants
- Continued non-compliance with rules/structure conversation with staff

Written Concern

The Program

- At Dorie's House Treatment Centre, participants are required to do their best to take part in daily programming. Please be respectful and arrive on time. If unable to attend an activity, we ask that you inform a staff member.
- If a participant must leave during an activity (to use the washroom, etc), we ask that they give the "thumbs up" sign to staff. This is to ensure participants are okay and are supported if they're not okay.
- If participants feel uncomfortable sharing in group programming, (e.g., social anxiety, seeing a third party in the Dorie's House Treatment Centre-DHTC-facility), participants are encouraged to inform DHTC staff. The DHTC staff will work with you to ensure you feel safe and comfortable during your programming. If needed, participants may be excused until they're ready to attend group programming again.
- To get the most out of our program, we ask that you please respect yourself, your co-participants and respect the staff at DHTC.



Dories House Treatment Centre - Participant Admission Package

Medications

- Medications will be supervised at designated times as displayed in the participant schedule. Individual care plans may vary and will be accommodated.

Masking, Hand Hygiene and Social Distancing

- Hand hygiene will be performed frequently, this may be indicated by staff.
- All individuals are required to put on a mask upon entry within the building and the DHTC vehicle. Masks will be provided.
- Masks are not required in personal or private spaces such as private rooms or washrooms. Participants may remove their mask at designated smoking times, but must maintain a social distance.
- One mask will be provided at a time.

Phone

- The office phone is available for participants who need to speak with a professional or contact in their previously-indicated support system.
- All phone calls will be monitored by staff and contact must be on your designated call list.
- Participants are allotted three calls per week for 15 minutes.
- When making phone calls, participants will set the phone timer for 15 minutes. This will ensure that a staff member will not interrupt your call.
- Calls are not scheduled, but determined by availability and staff discretion.
- Phone call times are not transferable.

TV

- The TV's are available to use at staff discretion from 8:00am-10:00pm daily.
- Be mindful of shows that are chosen. Certain programs can hinder someone's recovery. Participants watching television or movies that contain excessive violence, sex, nudity, or drug use, may be required to watch something else. Canadian Broadcasting Standards for Parental Guidance will be adhered to.

Eating

- Outside food and drinks are not allowed, unless provided by staff.
- For sanitary reasons, please do not store food in rooms, cupboards, microwave, etc. If found, food will be thrown out. If you feel compelled to store/hoard food, please speak to staff for support.
- If hungry, please speak with a staff member.
- Food must be consumed at the designated dining table. No food in private rooms or common areas unless snacks are provided as part of recreation.
- Water permitted in participant's rooms with provided water bottles.



Dorie's House Treatment Centre - Participant Admission Package

Room

- Dorie's House Treatment Centre is not responsible for lost or stolen items.
- Participants are only allowed in their own room. Common areas are available for socialization and building friendships.
- Please do not lend personal belongings from your room to other participants
- Personal blankets and pillows must stay in participant's rooms; extra blankets available for common areas. One blanket per participant (no sharing in common areas)
- Nightly, "Lights Out" is between 10:30 p.m.- 11:00 p.m. Participants are expected to be in their room before 10:30 p.m., with lights turned off by 11:00pm.

Room Checks

- Staff will complete mandatory room checks throughout the night to ensure participant safety. These room checks are mandatory for all participants.

Scheduled Discharge

- On the day you are being discharged, please ensure bedding is laundered. Participants are responsible for their personal laundry and bedding. There are designated days to complete all laundry. If a participant needs to do laundry before their designated day, speak to staff so arrangements can be made. No mixing loads between participants.

Clothing Guidelines at Dorie's House Treatment Centre

Clothing guidelines at Dorie's House Treatment Centre:

- Footwear must be worn at all times (slippers are acceptable).
- Clothing that advertises or promotes substance use, gang activity, and clothing with offensive language, symbols and pictures.
- Sunglasses are not to be worn indoors.
- If you do not have appropriate clothing upon arrival, we will have alternative clothing available; please ask a staff member to assist you to choose some pieces of clothing that are comfortable for you to wear. If you are in need of underclothes at any time during your stay (such as socks or underwear), please indicate to a staff member and they can help you.

Common Area

- While staying at Dorie's House Treatment Centre, you are required to assist in minor daily chores. Chores include: personal laundry and keeping your rooms tidy. Communal chore lists will be posted and alternated between participants appropriately.



Dories House Treatment Centre - Participant Admission Package

- Dorie's House Treatment Centre has many games, crafts, and puzzles that can be used during participant's free time. These should be treated gently and with respect. Participants are responsible to clean up after themselves and put away all supplies and game pieces after use; failure to do so may result in a discussion regarding responsibility.
- The TVs, remotes, game consoles or other items that are used by participants are to be shared equally; staff may be required to step in to help settle disputes or can be asked to help negotiate usage schedules with participants.
- No laying or sleeping in common areas. If you are tired and unable to complete an activity, please indicate this to a staff member so that a solution can be determined. It is the responsibility of the participant to make sure they are getting enough sleep to be able to participate in all the activities required during the day.
- Be mindful of personal boundaries with other participants and staff members. Physical relationships between participants are strictly prohibited and may result in being asked to leave Dorie's House Treatment Centre.

Deck time

- Outside time or "deck time" are listed on the schedule. These are the only times that participants will be permitted to use tobacco products in accordance with the tobacco use policies.
- If you do not require the use of tobacco you are still permitted to enjoy this time outside.
- All "deck times" are supervised by staff for the duration of the "deck time" and participants must come indoors when asked by the staff member.
- Leaving the back yard or fenced area is not permitted at any time.
- Please do not spit on the deck or off the side of the deck. If you need to spit, a disposable bottle can be provided for you

Participant Signature

Date

Referring Agent Signature

Date



Dories House Treatment Centre - Participant Admission Package

The Following is to be reviewed with Participant by the Referring Agent:

No Harm to Self or Others Statement

I, the undersigned, agree that I will not do anything that would cause harm to myself (e.g. cutting, burning, scratching, attempting to over medicate), or anyone else, (e.g. physical, verbal or emotional abuse) while staying at Dorie's House Treatment Centre. I realize that I am responsible for my own actions, and that if I have self-harm, suicidal, or have aggressive thoughts towards myself or others, I agree to attempt the following:

1. Talk with on duty staff to come up with proper steps to keep myself and others safe.
2. Do something that I typically enjoy, within the Treatment Centre setting, even though I might not find it enjoyable at the time (list of some of those activities):
 - _____
 - _____
 - _____
 - _____
 - _____
3. If deemed necessary, agree to go to the hospital emergency room for evaluation.

Should a participant receive three written alerts for any of the above situations, the staff members and/or House Manager/Executive Director will review your case on an individual basis. This may, or may not, result in a discontinuation in the Dorie's House Treatment Centre program.

All participants deserve to experience treatment in a safe and welcoming environment. All staff deserve to work in an environment that is free from verbal and physical abuse and/or harassment. It is expected while attending Dorie's House Treatment Centre you conduct yourself in a respectable manner and respect those around you. Swearing and raising one's voice over other participants and/or staff members is not welcome in the facility at any time. If you have any concerns about a situation, you are encouraged to speak with the staff, House Manager or Executive Director.

Participant Signature	Date	Referring Agent Signature	Date
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Dorie's House Treatment Centre - Participant Admission Package

Supports for Participants

Dorie's House Treatment Centre aims to support participants in their journey to recovery. Please find listed below supports that are available to you during your stay in the centre. You may also receive external support resources at time of discharge that can assist you upon your departure from Dorie's House Treatment Centre.

Please note, some of these supports may change due to unforeseen circumstances.

In House

- **SHA - Mental Health Therapist**
 - Will provide one-on-one counselling
 - Relapse Prevention Group therapy
 - Early Recovery Group therapy
 - Conduct parent meetings
 - Organize NA/AA Meetings

- **SHA Educator**
 - Will provide education to participants throughout the week at Dorie's House Treatment Centre.

- **SHA Physician/Nurse Practitioner**
 - Will be available to provide healthcare assistance to participants during their treatment at Dorie's House Treatment Centre.



Dories House Treatment Centre - Participant Admission Package

External Supports

- Please ask staff for a copy of, or visit:
<https://publications.saskatchewan.ca/#/products/85744> to access the provincial *Mental Health and Addictions Service Directory*.
- KIDS HELP PHONE
Call: 1-800-668-6868 Text: "CONNECT" to 686868 Facebook Messenger

If you identify as Indigenous, you can ask to be connected with a First Nations, Inuk, or Metis crisis responder (if one's available) by messaging FIRST NATIONS, INUIT, or METIS to 686868 or through Facebook Messenger.

- 211 Saskatchewan is a free, confidential, 24/7 service that connects individuals to human services in the province by telephone, text, or web chat, plus a searchable website with over 5,000 listings of social, community, non-clinical health, and government services across the province. In addition to searching the 211 Saskatchewan website, individuals can now call 2-1-1, text 2-1-1, or go online to chat with a trained professional to help find and navigate services they need. This access to community, health, and government services is available 24/7, 365 days a year. Over 175 languages, including 17 indigenous languages, are available over the phone.
- HealthLine 811 is a confidential, 24-hour health and mental health and addictions advice, education, and support telephone line available to the people of Saskatchewan. It is staffed by experienced and specifically trained Registered Nurses, Registered Psychiatric Nurses, and Registered Social Workers.
- Healthline 811 is free. Services are offered in English, with translation available in over 100 languages.

If you are having technical issues with accessing HealthLine 811 by calling 811, you can call 1-877-800-0002 to be connected with HealthLine 811.

Deaf and hard of hearing residents can access Healthline 811 by using the SaskTel Relay Operator service at 1-800-855-1155.

- Mobile Crisis Helpline, (306) 757-0127, has Professional Crisis Counsellors available to help you with any problem that you are having difficulty coping with. People of all ages are welcome to call from youth to seniors. Crisis Counsellors will listen, provide support, direction and help you get connected to community resources.



Dories House Treatment Centre - Participant Admission Package

- Crisis Suicide Helpline, (306) 523-5333:

In an Emergency: Call 911 if you have hurt yourself, or taken more than the medically recommended dose of medication.

Non-Emergent: Call the Crisis Suicide Helpline 306 525 5333 or 306 757 0127. If you are in rural Saskatchewan, call toll free at: 1 800 667 4442 (Farm Stress Line).

- You are not alone as 1 in 5 Canadians will experience a mental health crisis in their lifetime. Every Canadian will be affected in some way due to their relationship with family or friends who experience a mental health crisis.



Dories House Treatment Centre - Participant Admission Package

The Following is to be reviewed with Participant by the Referring Agent:

E-transfers Social Services Cheque Pick-Up and Smoking

- Dorie's House Treatment Centre does not accept e-transfers from participants or external parties to purchase materials/supplies (e.g. smokes, coffee for a participant, etc.,).
- Should a participant need to pick up a Social Services cheque, Dorie's House Treatment Centre will work with the participant to make arrangements for pick-up. However, this support will only be available if staff have the ability to accommodate.
- Dorie's House Treatment Centre will not pick-up tobacco cigarettes or vaping products for a participant during their stay. Participants must come to treatment with the exact amount of tobacco cigarettes and vaping products that will last them the duration of their stay. All products must be in their original packaging and not tampered with.
- There is a limit of two cartons of cigarettes (400 individual cigarettes), and up to twelve single use vapes. Currently, no chewing tobacco is permitted.

Participant Concerns

- If you have a concern about services you've received, try to resolve it as soon as possible by:
 - Respectfully discussing your concern directly with the staff involved or the House Manager as soon as possible.
 - If you feel your concerns have not been addressed, the House Manager will refer you to the Executive Director.

Participant Signature

Date

Referring Agent Signature

Date



Dorrie's House Treatment Centre - Participant Admission Package

Participant Schedule (*Is subject to change*)

Monday-Friday Client Schedule:

0800-0900 - Breakfast & Medications

0900-0915 - Deck Time

0915-0945 - Wake Up, Shake Up!

0945-1130 - Skills Development

1130-1200 - Lunch Medications & Set Up

1200-1245 - Lunch and clean up

1245-1300 - Deck time

1300-1400 - Community Action

1400-1600 - Group

1600-1700 - Self-care - Guided

1700-1730 - Supper Medication & Set Up

1730-1830 - Suppertime

1830-1845 - Deck time

1845-1900 - Tidy Up

1900-2030 - Games and Activities

2030-2100 - Meditation and Reflection

2100-2115 - Deck Time

2100-2130 - Bedtime Medication

2130-2230 - Bedtime Preparation

2230 - Lights Out!

Saturday & Sunday - Client Schedule:

0800-0900 - Breakfast & Medications

0900-0915 - Deck Time

0915-0945 - Check-in

0945-1130 - Free Time

1130-1200 - Lunch Medications & Set Up

1200-1245 - Lunch and clean up

1245-1300 - Deck time

1300-1400 - Community Action

1400-1600 - Games and Activities

1600-1700 - Movement Hour

1700-1730 - Supper Medication & Set Up

1730-1830 - Suppertime

1830-1845 - Deck time

1845-1900 - Tidy Up

1900-2030 - Movie & Snacks

2030-2100 - Meditation & Reflection

2100-2115 - Deck Time

2100-2130 - Bedtime Medication

2130-2230 - Bedtime Preparation

2230 - Lights Out!



Dories House Treatment Centre - Participant Admission Package

The Following is Completed by Dorie's House and SHA Staff

Confiscated Belongings Upon Administration

These items are kept in a locked closet, but can be taken out and brought back ASAP.

Item	participant Initials	Staff Initials
*Hairspray		
Razors		
Nail Clippers/Tweezers/Nail Files (This is not a safety concern, but rather a communicable disease concern)		
Nail Polish/Remover (even if it doesn't contain alcohol)		
*Perfume/Body Spray (containing alcohol)		
Mouth Wash (only if alcohol free)		
*Dry Shampoo (containing alcohol)		

**For Staff: myristyl alcohol, cetearyl alcohol, cetyl alcohol, behenyl alcohol are not harmful alcohols and can be accepted. Any item with a * must be used under supervision of staff.*

These items are kept in lockers at all times.

Item	participant Initials	Staff Initials
Jack knives or weapons of any kind		
Any outside food		
Cell Phone/Charger		
Make of phone:		
Electronics (laptop, iPods, anything with internet or camera capabilities)		
Keys		
Over the counter medications		
Inappropriate magazines/reading materials/movies		
Anything containing alcohol in the ingredients		
Wallets/Cash		
Lighters/Matches		
Other Items:		



Dories House Treatment Centre - Participant Admission Package

The Following is Completed by Dorie's House and SHA Staff

Smokes and Cash Tracker

Smokes

Staff Initials	particip ant Initial	Date	# of Packs Currently IN locked Cabinet	# of Packs Taken OUT of Locked Cabinet	Brand of Smokes/ Vapes

Open Unusable Packs/Containers

--	--	--	--	--	--

Cash

Staff Initials	particip ant Initials	Date	Amount of Money IN Locked Cabinet	Amount of Money ADDED/TAKEN from Locked Cabinet	Remaining Total



Dories House Treatment Centre - Participant Admission Package

The Following is Completed by Dorie's House and SHA Staff

Discharge Summary

participant Information

Participant Name: _____

HSN: _____

DOB: _____

Admission Date: _____

Discharge Date: _____

Staff Summary of participant's Stay:

Referral was given for: _____

Number of days Participant was in Treatment: _____

Was this participant involuntarily discharged by staff from the program? (E.g., not following house norms, medical discharge, etc.)

- Yes
- No

If you require further information, please contact Dorie's House Treatment Centre at 306-773-8937.

Addiction Worker Signature

Dorie's House Treatment Centre
205 Herbert St., Swift Current, SK, S9H 3V5
Southwest YES, Inc. PO BOX 103, Swift Current, SK, S9H Canada
Tel: 306-773-8937



Dories House Treatment Centre - Participant Admission Package

The Following is Completed by Dorie's House and SHA Staff

Discharge Checklist

(for participant)

Paperwork offered to client prior to discharge date	Items to be provided to client upon leaving facility						
<p><input type="checkbox"/> W.I.L.D</p> <p><input type="checkbox"/> Feedback Form</p> <p>Staff Comments Upon Admission: If the client has unique items, what are they and where are they being stored?</p> <table border="1" data-bbox="209 1025 624 1247"> <thead> <tr> <th data-bbox="209 1025 408 1055">What is it?</th> <th data-bbox="408 1025 624 1055">Where is it stored?</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	What is it?	Where is it stored?					<p><input type="checkbox"/> W.I.L.D</p> <p><input type="checkbox"/> ISP</p> <p><input type="checkbox"/> Discharge Letter</p> <p><input type="checkbox"/> Completion Certificate (if applicable)</p> <p><input type="checkbox"/> Medication (if applicable)</p> <p><input type="checkbox"/> Smokes (if applicable)</p> <p><input type="checkbox"/> Resources (based on needs)</p> <p><input type="checkbox"/> Items from Locked Cabinet</p>
What is it?	Where is it stored?						

(for participant's file)

Addiction Worker	Nurse
<p><input type="checkbox"/> Discharge Summary</p> <p><input type="checkbox"/> Completed ADG Form</p> <p><input type="checkbox"/> W.I.L.D</p>	<p><input type="checkbox"/> Completed ADG Form</p> <p><input type="checkbox"/> Nursing Assessment</p> <p><input type="checkbox"/> Nurse's Progress Notes</p> <p><input type="checkbox"/> MAR Sheets (if applicable)</p> <p><input type="checkbox"/> Standing Order Sheet</p>



Dories House Treatment Centre - Participant Admission Package

Discharge Letter

Date: _____

Participant Name: _____

To whom it may concern:

Please be advised that the above named person was a participant of Dorie's House Treatment Centre.

Admission Date: _____

Discharge Date: _____

Referrals were given to the following:

Number of days participant was a participant in the 4-6 week program: _____

Was this Participant involuntarily discharged by staff from the program? (E.g., not following house norms, medical discharge, etc.)

Yes

No

If you require further information, please contact us at:

Sincerely,
