



OCCUPANCY GUIDELINES

1. Visitors are **not** allowed at the withdrawal management program.
2. All alcohol, drugs, and paraphernalia found in the possession of a client will be confiscated and destroyed. **Use of alcohol or other drugs at the program may result in termination of services.**
3. Staff reserves the right to conduct room searches at any time there may be a concern for the safety of clients and staff.
4. All products containing alcohol (e.g., mouthwash, hair spray, cologne, after shave, etc.) will be confiscated at time of admission and returned at time of discharge.
5. All items considered to be a threat to client safety (e.g. scissors, razors, knives.) will be confiscated at time of admission and returned at time of discharge. Clients may use safety razors and other hygiene-related “sharps” only with permission.
6. Cell phones, computers, tablets, CD’s, DVD, I-pods, MP3 players and other devices are not allowed to remain in a client’s possession while at the withdrawal management program. These items will be stored with other client valuables and returned at time of discharge.
7. Smoking: Cigarettes, E-vapes, cigars, lighters, matches, etc. will be confiscated at time of admission and stored in the staff office. Smoking is restricted to designated outdoor areas. Clients will be allowed to go outside to smoke every two hours when staff is available to supervise. Smoking indoors is strictly prohibited and may result in termination of services. Clients taking medicates that are incompatible with nicotine will not be allowed to smoke while in the withdrawal program. All tobacco products and lighters will be returned to clients at time of discharge.
8. Clients must inform unit staff of special dietary needs or food allergies so that arrangements can be made.
9. Clothing items that advertise or glorify alcohol, drugs, sex, or violence cannot be worn.
10. Quiet time will begin at 11:00pm for the benefit and comfort of all clients in the program
11. Client phone calls are permitted but should be scheduled ahead of time. Telephone calls should be limited to 10 minutes. This opportunity may be restricted further if it is impacting your success in the program.
12. Any physical contact between clients, including consensual sex, is prohibited.
13. Physical fighting, threats, harassment, damage to or theft of property are prohibited and may result in legal charges and removal from the program.

I, _____ have read the client occupancy guidelines and agree to remain in compliance with these terms. If I experience difficulty with any aspect of it, I will approach staff for guidance.

Client Signature _____

Date _____