

# NATIVE HORIZONS TREATMENT CENTRE

## 6 WEEK PROGRAM HOUSE RULES

### 1. ORIENTATION

- a. **WARNING:** The building is monitored by cameras. This is for the protection of all parties and property.
- b. Community Members must abide by house rules and regulations at all times during Treatment Program (includes while on passes).
- c. The possession or use of alcohol and/or unauthorized drugs by Community Members is prohibited and will result in being discharged from the program.
- d. All medications brought must be prescribed by a doctor. They will be logged in and kept in a locked medicine cabinet and monitored by staff to ensure they are taken as prescribed by a doctor.
- e. Over the counter medications are prohibited and not to be purchased while on pass, i.e.: Midol, Pamprin, Advil, Tylenol etc.
- f. Community Members are subject to a personal luggage check upon arrival and when leaving the Centre...luggage will also be checked upon return from all passes. Please no junk food! – candy, chips, pop, gum, etc.
- g. Community Members are expected to respect confidentiality of all other residents and/or staff at all times both inside and outside of the Centre.
- h. All Community Members must sign the Community Member ‘Log Book’ upon departure from and arrival to the Centre. Escorts must also sign the Visitor Log Book.
- i. Smudge Room: Used only for individual Spirituality. Smudge room will be monitored by staff. All Community Members are required to be in Smudge room at specified times each day to ensure group fellowship. However, not everyone has to “Smudge”. All Community Members are required to participate in Affirmations and the Serenity Prayer and to maintain a **clean** environment (must be cleaned daily).
- j. Isolation in any way, shape or form by Community Members will absolutely not be tolerated at Native Horizons Treatment Centre. Should this occur, the situation will be documented and addressed immediately by Native Horizons Treatment Centre Staff.
- k. All Community Members are required to remain within the Centre’s boundaries for the six (6) weeks of treatment with the exception of when on passes.
- l. If a Community Member does not complete program, travel arrangements must be made immediately by the Referral, Home community or band.

## 2. PROGRAM SCHEDULE

- a. All Community Members will participate fully in the program as it is outlined. Failure to do so may result in loss of privileges and/or dismissal. Punctuality will be monitored and reported.
- b. The wake-up call will be at 6:45 a.m., Monday to Friday. Community Members are expected to be up by 7:00 a.m. On weekends (including pass weekends), wake up is one hour later.
- c. Community Members are to prepare their own breakfast. Hot breakfast on the mornings of Tuesday, Thursday and Saturday or Sunday. Kitchen will be off limits from 7:00 p.m. to 7:00 a.m.
- d. Community Members **MUST** attend and actively participate in all sessions including AA, Wellbriety and A.C.O.D.F. (Adult Children of Dysfunctional Families) meetings at scheduled times. Staff members will attend and monitor meetings.
- e. Community Members must complete all assignments in a timely manner.
- f. Native Horizons Treatment Centre radios can be turned on between the hours of 7:00 - 8:00 a.m., 12:00 - 1:30 p.m., and after programming until 11:00 p.m. Also, T.V. is only allowed on Saturday and Sunday after programming. **NO** T.V. or radio on sweat days until after feast. TV privileges begin at the **end** of week 3.
- g. As stated in the **Items to Bring List** you received prior to treatment, **items such as: cell phones, computers, radios, iPods, MP3 players, tablets, etc. are NOT to be brought.** If a community member arrives at the Centre with any of the items listed, the item(s) will be locked up until the community member is granted pass privileges. If client goes home on pass and returns with any of the above, they will be locked up until another pass privilege or upon discharge.
- h. Pornographic material of any kind will **NOT** be tolerated, i.e. Books, drawings etc.
- i. Community members must be in the building by 10:00 p.m. and on the premises at all other times except for scheduled walks and approved passes.
- j. Community Member must be in bed by 11:00 p.m. Sunday to Thursday and by 12:00 am Friday and Saturday. Bedtime smoke break is at 10:45pm. Evening hourly room checks are conducted by staff.
- k. Absolutely **NO** smoking, eating, drinking, and/or swearing will be tolerated during the circle or any other spiritual function. Note: profanity is tolerated during appropriate times such as organized intensive counseling therapy.
- l. Community Members will refrain from using drugs and alcohol at all times.

- m. No food or beverages (except water) are permitted in the lounge, bedroom or gym areas. **CHORES**
- n. Chores will be assigned on a weekly rotational basis. All Community Members are expected to complete their assigned chores unless medically advised not to. Should a community member not be able to do the chore, a medical certificate must be presented to the counsellor. Promptness and thoroughness will be monitored by Staff and documented. Chores will repeat during cycle. **No smoking until chores are completed.**
- o. **No smoking until chores are completed.** All chores are to be completed by 8:15 a.m. Kitchen duties shall be completed by 8:15 a.m., 1:30 p.m., and by 6:00 p.m. (Rotate Dish Duty). Schedule may vary on weekends and sweat days. Incomplete chores will be monitored and reported.
- p. Failure to do daily assigned chores thoroughly may result in the loss of privileges.
- q. Community Members are responsible for making their beds each morning and keeping their room's neat and tidy at all times. Rooms will be checked by staff on duty. Community Members will use cleanser after EACH use of the bathtub and/or shower for sanitary reasons. This will be checked.
- r. Community Members and Staff are expected to clean up after themselves, return any used dishes, cups, etc, to the kitchen and put any garbage in receptacles.
- s. Community Members are responsible for washing and changing their linen between 5:00 p.m. – 10:00 p.m. on designated days posted on the Laundry-room door.
3. **PASSES** – Community Members are responsible for arranging their own transportation to and from the Centre while on pass.
- a. Any Community Member attending outside activities will be escorted by authorized personnel and **MUST SIGN THE LOG BOOK.**
- b. Passes are a PRIVILEGE and will only be issued to Community Members who attend all sessions, complete all assignments, do their chores on a timely basis and demonstrate progress in their treatment. Community Members are responsible for their own transportation to and from the Centre while on passes.
- c. There will be a Staff supervised outing on the 3<sup>rd</sup> Saturday of treatment.
- d. Community Members **MAY** be granted a day pass on the fourth weekend beginning Saturday 12:00 noon to 10:00 p.m. (Responsible for own transportation to and from Centre).
- e. Depending on your progress and participation in the program, you may be granted an overnight pass on the fifth weekend beginning Saturday 12:00 noon to Sunday 10:00

p.m. Pass days will be posted on the reception area calendar. (Community Members are responsible for **their own** transportation to and from centre.

- f. Community member's personal vehicles are **NOT** allowed to remain on premises during cycle.
- g. Community members who fail to return by the designated time from their passes may lose their privileges or be dismissed from the program.

#### 4. **VISITORS**

- a. Visiting hours will be from 1:00 p.m. to 4:00 p.m. on Sundays, beginning the fourth Sunday of treatment, (which is at the end of the 3<sup>rd</sup> week of treatment).
- b. It will be the responsibility of each Community Member to ensure that his/her visitor(s) abide by all rules and regulations.
- c. Visiting in vehicles will not be permitted.
- d. Visitors under the influence of alcohol and/or drugs will not be permitted on the premises.
- e. Sexual relations between Community Members and visitors are **STRICTLY PROHIBITED**.
- f. Visitors damaging or defacing any Centre property shall be responsible for replacement or repair and will be prohibited from the Centre.
- g. Community Members will not have other Community Members, family, or visitors in their room at any time. Visitors are not permitted in the Lounge/Bedroom Wing of the Centre.
- h. Native Horizons Treatment Centre welcomes the families and children of community members on Sundays during visitation, fundraising day, and graduation day, in designated areas only. Due to safety concerns for the children, facility and property, all children **MUST BE SUPERVISED** by parents and/or guardians at all times. Staff are not responsible for any visiting children.
- i. No visitors at volleyball for the first two weeks of the program. Visitors must be 18 years or older in order to attend volleyball. **NO** children under 18 are allowed at volleyball. **NO** smoking on school premises.

#### 5. **TELEPHONE CALLS, MAIL and T.V.**

- a. The first three (3) weeks of the treatment program are to help you focus on yourself, therefore, TV and telephone calls will begin at 12:00 p.m. on the 3<sup>rd</sup> Saturday of treatment, when all chores and room checks are complete.

The following schedule will apply:

- Phone calls ..... **Saturday and Sunday 12:00 p.m. to 11:00 p.m.**
- Mail delivery ..... **Monday to Friday 3:30 p.m.**
- T.V. .... **Saturday and Sunday – 12:00 p.m. to 11:00 p.m.**

- b. Community Members will not be called out of a session to answer the telephone. Staff will take a message, forward to the appropriate counselor for delivery and/or post it on the bulletin board in the main hall. All chores must be completed thoroughly before phone access.
- c. Collect calls for Community Members (or anyone else) will not be accepted.
- d. All mail will be logged in by the Receptionist and forwarded to the respective counsellor who shall give it to the Community Member at 3:30 p.m. on the third Friday and at 3:30 p.m. daily (Monday to Friday) thereafter.
- e. Telephone calls are restricted to a **fifteen (15) minute limit** per Community Member for each call made. Be fair to all CM's. Abuse of this privilege will result in the loss of phone use.
- f. There will be no phone calls made 30 minutes prior to program start times.
- g. All Staff members and casual workers will not make personal calls for community members.

## 6. **HEALTH AND SAFETY**

- a. When the fire alarm sounds everyone will leave the building via designated routes and assemble outside the building west of the parking lot for a roll call. No one shall return to the building until directed by a staff member to do so. Make sure your roommate is accounted for.
- b. **SMOKING IS NOT ALLOWED IN THE BUILDING OR ON THE DECK.** Smoking is only allowed in the smoke room. Help maintain a clean environment. Butt cans are available in area.
- c. Community members are expected to keep themselves clean. Regular bathing is required and laundry facilities are available for personal clothes washing on designated days after 5:00 p.m. Laundry exceptions may occur under special circumstances by senior counselors. TIMES are posted on Laundry room door.

**NOTE:** On the last day of treatment you are responsible for stripping your bedding. All bedding and towels placed outside door in separate piles.

## LAUNDRY DAYS ARE AS FOLLOWS

<u>DAYS</u>	<u>ROOM</u>
Saturday	401
Sunday	402
Monday	403
Tuesday	404
Wednesday	405
Thursday	406
Friday	407

- d. Community Members are to use the bed they are assigned, and no other.
- e. Constructive play will be tolerated. However, loss of privileges may occur if play results in personal injury and/or property damage. Damages will be logged and reported.
- f. Community Members are expected to remain within the boundaries/grounds of Native Horizons Treatment Centre in groups of three (3) in case of emergency except when accompanied by authorized personnel.
- g. The use of the basement is for exercise only, with proper equipment and rationale. Community Members will also be in groups of three (3) in case of emergency except when accompanied by authorized personnel.
- h. Safety clip for tread mill must be attached to clothing and plugged in when in use.
- i. All Community members MUST BE SEEN taking their pills by staff on shift.
- j. Community Members may walk to the corner in groups of three (3). Walks will be at designated times only. Because of community concern, Community Members shall walk single file while on the road when cars are approaching.

## 7. DRESS CODE

Community members must be fully clothed and wear appropriate attire while in treatment. Unacceptable items are: short shorts, torn jeans, low cut t-shirts, muscle shirts, halter tops, tube tops, tops with spaghetti straps, or t-shirts/sweat shirts/jackets stamped with drug or alcohol logos. Inappropriate clothing will be addressed and/or taken away by staff.

## 8. GENERAL

- a. Money and other valuables can be checked in with the staff members for safe keeping upon admission.
- b. Inappropriate physical contact and/or sexual relations between Community Members or between staff and Community Members will absolutely **NOT** be tolerated and will result in the **immediate** dismissal of all parties involved.

- c. Community Members will not hang or stick anything to the Centre's walls or doors, with the exception of program materials.
- d. Community Members who are discharged from the treatment program will be escorted as soon as possible from the grounds of the Treatment Centre and will not be permitted on grounds for the duration of cycle.
- e. Any appointments required by a Community Member shall be cleared by the Community Member's Counsellor before preparations are made.
- f. All Community Members are responsible for their own belongings. Any personal effects left behind by Community Members will be disposed of thirty (30) days after discharge from Native Horizons Treatment Centre. Native Horizons Treatment Centre will not assume any responsibility for any personal items of Community Members and/or visitors.
- g. Gambling of any kind is not permitted at Native Horizons or while on passes.
- h. Community Members may bring musical instruments, crafts, books or hobbies. Access will be given by Senior Counselors on individual basis.

## 9. **SWEATS**

- a. All Community members are responsible for the preparation and clean-up of Sweats.
- b. Television and Radios will not be turned on during Sweat Times.
- c. Community Members not attending sweats will work on home work and assignments.
- d. Centre towels and/or blankets are **NOT** to be used for or taken out for the sweats. They will be supplied by the Cultural Coordinator.
- e. All who are participating in ceremonies shall wear appropriate attire.
- f. No smoking in Sweat area or during program time.

## 10. **SUPPORT PEOPLE**

Support people are welcome on Wednesday and Thursday during the sixth week of program between 9:00 a.m. and 11:00 pm. Graduation will be on Friday of the 6<sup>th</sup> week, at 9:00 a.m. (unless otherwise posted).

## 11. **THREATS/SEXUAL ORIENTATED JOKES**

Threats of any kind and/or sexually oriented jokes of any kind will not be tolerated and may result in disciplinary action. Staff will address **ALL** infractions of this rule. If threats and/or sexually oriented jokes continue, the Community Members involved will be reprimanded and this may result in dismissal from the program.

## 12. **PASSES/ALCOHOL AND DRUGS**

While on passes it is expected that Community Members are not to consume alcohol and/or drugs. Community Members must not knowingly put themselves in environments that contribute to their addictions, such as, casinos, dances, private residences, parties, hotels, etc. Doing so may result in automatic dismissal from the program.

Please remind yourself to respect the work you have already completed. You deserve to enjoy passes with healthy choices.

## 13. **MEDICATIONS**

All PILL FORM medications being brought into the Centre must be in **BLISTER PACKS**. These can be obtained from the pharmacy when getting prescriptions refilled.