

**Credo Community Center for
the Treatment of Addictions, Inc.**

**Residential Rehabilitation
Services for Youth**

“The Farm”

**Resident
Handbook**

Credo Farm Resident Handbook

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Credo Farm

Resident Handbook

Credo the Agency

CREDO has been in the business of providing treatment for individuals, groups, families, adults, adolescents and children, whose lives have been negatively impacted by substance abuse since 1970.

Credo Guiding Principles

- Everyone will be treated with respect and dignity
- All employees are accountable
- Honest communication is critical to success
- Integrity is non negotiable
- Dedicated staff is the backbone of the agency
- Honor confidentiality
- Maintain professional skills through on-going training
- Service with pride

Credo Mission Statement

Transforming Lives Through Quality Treatment

Treatment at the Farm

The Farm is situated on 115 acres and offers a holistic rehabilitative environment to young men from ages 16 to 21. The program is individualized to meet each resident's diverse needs, and offers a variable length of stay, of up to 12 months, depending on progress in the program and individual circumstances. Most clients successfully complete treatment between six and eight months.

The program encourages individuals to develop respect for themselves and others, and responsibility via a wide variety of therapeutic activities, vocational and educational components, and recreational opportunities. The Farm environment is a good training ground for recovery because it requires commitment, self-discipline, and patience. Residents and staff work and play side-by-side in all aspects of the program.

The program is based on strong principles of recovery, with the use of various methods of chemical dependency treatment. The program offers opportunities to participate in traditional self-help, but is equipped to provide recovery tools in the most suitable fashion for each individual client. All residents learn to examine the impact that addiction has had on their lives and confront non-productive patterns that have led to dependence on drugs and alcohol.

Treatment interventions on the Farm are provided through a team approach and every resident has regular contact with all counseling staff. Relationships are built and behavior and cognitive changes are reinforced during clinical interventions such as groups and individual counseling sessions, but also in the dining room during meals, the barn while taking care of the animals, or on the sports field.

Clinical Services

Individual and Group Counseling

Residents receive at least two individual and two group counseling sessions per week, for at least 45 minutes each. These sessions are conducted by primary and specialty counselors, and follow the goals as they appear on each resident's treatment plan. Residents are also encouraged to seek out any counseling staff for additional counseling sessions as they deem necessary, and to feel free to have conversations with staff at any point during programming.

Mental Health Services

The Farm's LMSW provides assessment and treatment for mental health disorders, under the supervision of the Clinical Director and Medical Director. Individual and group counseling are provided to clients with symptoms of co-occurring mental health and chemical dependency disorders. Residents are also treated on-site by a psychiatrist for those participating in medication therapy.

Relapse Prevention

A weekly relapse prevention class is conducted to teach residents skills necessary for sobriety. The curriculum is activity-based in order to provide the opportunities for practicing of new skills.

Smoking Cessation

The Farm is a tobacco-free campus and we offer smoking cessation education opportunities in both individual and group settings, as is ordered through the treatment plan. Though some residents do not plan to remain abstinent from tobacco products indefinitely, the physical and psychological withdrawal while in treatment can be intense. We encourage regular discussion with counselors and medical staff to manage symptoms of nicotine dependence. Nicotine replacement is an option for some residents, as prescribed by the program's medical personnel.

Self-Help

We offer weekly (Wednesdays) AA/NA meetings on site. We will periodically have speakers who attend these meetings and talk with our clients. As clients earn the privilege of transitioning into the community, they can ask to attend self help meetings off site.

Vocational Education

At least one time per week all residents engage in a formal class intended to increase their vocational skills. They also participate in daily chores to maintain the cleanliness of the facility, including the barn, and prepare all of the meals for themselves and staff. Residents learn important vocational skills while participating in the overall care of the farm/barn; this includes cleaning the barn, caring for animals, planting gardens, lawn care/snow removal, etc.

Educational/GED

Residents who do not have their GED attend weekly classes, and are monitored on a regular basis to prepare them to take the examination as soon as they are eligible.

Case Management and Primary Counselor

Each resident is assigned to a specific primary counselor. This counselor will provide individual counseling sessions and work with their residents to develop and update the treatment plan every 30 days. This counselor also will help residents maintain contact with their family and any legal sources, coordinate medical care, and plan for discharge.

Since primary counselors are available everyday during business hours and into the evening, as they work a varied schedule. In order to accommodate this availability to our residents, all counselors will see each resident and cover the needs of residents when a primary counselor is not on shift.

Treatment Plan

A preliminary treatment plan is developed within three days of admission and at 14 days a comprehensive treatment plan is put into place, and every 30 days thereafter. The resident and all counseling staff have the opportunity to provide input, and resident participation in the treatment planning process is an expectation of treatment.

Behavior Contract

- Complete treatment plan and goals within designated time frame.
- No drugs
- No alcohol
- We are a tobacco free campus! No tobacco products.
- No sexual contact
- No physical contact, no harassment of any kind
- No gambling
- No threatening or vulgar language
- No pornography

Personal Care

- You will be provided with regular medical attention.
- You must keep a high level of personal hygiene.
- All clothing must be in good repair with no holes, frays, or stains.
- All laundry is washed two times per week; all bedding is washed one time per week.
- You will be provided with a hair cut about every six weeks.
- Shopping is done by staff every four weeks; you may complete a shopping list one time per month and turn it into your Primary Counselor to purchase clothes, hygiene, and other necessary items.

Recreation

We provide at least one active and one quiet recreation on a daily basis.

- Examples of active recreation include:

- Volleyball
- Basketball
- Walks/Runs
- Insanity (workout programs)
- Examples of quite recreation include:
 - Watching movies
 - Reading
 - Board games
 - Crocheting

Chores and Responsibilities

The long standing tradition on the Farm is that it is run much like a family home, and in each home everyone has their unique responsibilities. All residents will have multiple responsibilities at different stages in their treatment, and these responsibilities require unique skills the resident must master in order to be successful.

All clients will participate in household and barn chores. This includes cleaning the common living areas of the house, keeping your room organized, maintaining the kitchen, helping with food preparation/clean up, caring for the barn/animals, helping in the green house, etc.

As clients progress through treatment they may ask for more responsibilities, each responsibility is overseen by a specific program staff, offering the resident the chance to gain useful skills, feel good about themselves, and build a relationship. Some examples of responsibilities are the care of the pets, lawn maintenance, snow removal, flag, sports equipment, hay barn, and barn manager.

Safety

- An orientation to properly use equipment, such as kitchen, household, barn, and maintenance, must be completed prior to using the equipment.
- Fire drills are held regularly and the fire exits are at the front and back of the house, and the meeting place is in the parking lot.

Privileges

As clients progress through treatment they can earn privileges. A few examples of these privileges include but are not limited to:

- Reading leisure books
- Exploring personal hobbies
- Participating in off-site activities
- Transition into the community

All privileges are granted at the discretion of staff and based upon the unique treatment needs of each individual resident. The process to gain a privilege includes a specific request made in front of peers and staff, followed-up by the resident sharing the

necessity and purpose of the privilege with staff. This process takes at least a week, and your patience is appreciated.

A delay in a privilege is a result of the lack of investment on the part of the resident or is based on the behaviors or lack of participation in the program.

Family Involvement

Family involvement in chemical dependency treatment can have a positive impact on the effectiveness of treatment for clients.

Letter writing is the primary form of communication between residents and family members; phone calls are limited and meant to be used therapeutically. Residents are allowed three letters out and three letters in per week. Residents are not permitted to ask about friends or significant others and we ask family to abide by this rule as well. All in-going and outgoing mail between residents and family are screened by staff.

Family Orientation Sessions are required before family may visit their resident. These sessions are schedule Tuesday through Thursday. This time provides an opportunity to meet primary counselors, administrative staff, witness regular daily programming, and to complete a family services contract. This family services contract outlines what the family would like to see from treatment as well as create family goals. Furthermore, the family reviews all farm rules and agrees to abide by them during the resident's treatment.

Family seminars are held several times a month on a week day; prior sign up is required. During the first portion of the seminar several families gather in a classroom setting for both lecture, video, and written material about important issues for families in recovery. The second half of the seminar is spent in individual family counseling sessions. Each family is expected to attend at least one family seminar before attending a Sunday family visit.

Family visits occur on the first and third Sunday of each month. The first Sunday starts with lunch, a visit and ends with an hour long drug meeting. The third Sunday begins with lunch, an hour family support group, and concludes with a visit.

Drug meetings are an open format where clients can talk about their recovery and celebrate three, six, nine, and 12 months of sobriety. At 12 months a client is permitted to choose someone to bring in a cake for them. Former clients and families may attend and celebrate additional years of sobriety.

Family support group offers education about recovery issues as well as a forum for families to share their journey through treatment.

Resident Committees

Weekly House Meeting

Staff and residents meet at least once a week, as a whole house, to discuss:

- Any concerns
 - Medical
 - Household
- Needs

- Treatment needs
- Wants
 - More responsibilities
 - Privileges
 - Writing privileges
 - Pictures of family
 - Transition into the community

Quality Assurance Committee Representative

Several residents will act as the house representatives for the agency's Quality Assurance Committee. These residents will attend Committee meetings to address any Quality Assurance concerns the residents may have.

Staff at the Farm

Clinical Director

Program & Clinical Supervisors

Medical Director/Psychiatrist

3 Primary Counselors

Farm Manager

Activities Coordinator

Community Support Specialist

LMSW/Family Therapist

Registered Nurse

Voc-Ed Counselor

GED teacher

Food Specialist

Full-time evening staff

Part-time relief staff

Overnight Clinical staff

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Phases of Programming

Resident's progress through treatment is evaluated based on stages of change. These stages can vary through treatment and are highly individualized. It is anticipated that residents will reach an action phase of change by the point of discharge, and this stage of change is used to determine their next level of care. Counseling staff will make every effort to help residents move through the stages therefore the treatment plan is developed with these intentions. Residents are expected to make a commitment to participate in the change process and push themselves to alter their thoughts and behaviors.

Pre-contemplation

Not yet acknowledging that there is a problem that needs to be changed.

Contemplation

Acknowledging that there is a problem but not yet ready or sure they want to make a change.

Preparation

Getting ready to change.

Action

Changing the behavior.

Maintenance

Maintaining the behavior change.

Relapse

Returning to old behaviors and abandoning the new changes.

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Resident Handbook

Program Rules and Regulations

- No drugs and alcohol or anyone under the influence are permitted on the premises.
- Wake up is at 6:30/7:00 and bedtime is at 9:30.
- You can send three letters out and receive three letters in per week.
- Phone calls are made by special arrangement only.
- All residents must be well groomed; your shirt must be tucked in at all times and shoes must always be tied.
- No fighting or horseplay; this could be grounds for immediate discharge.
- We provide three meals and three snacks daily; you are expected to eat your entire meal. Meal modifications can be made only when physically necessary and in conjunction with your Primary Counselor and the Food Specialist.
- Treatment work is expected to be done by the time it is due. Clients are expected to help develop their own treatment goals.
- There will be no Slang or “street language”. Language that discriminates against women as well as any sexual or racist remarks will not be tolerated.
- Your room and cubbies are to be kept neat and organized. Room commanders will inspect this process.
- Beds are to be made and kept orderly to program expectations.
- Everyone must participate in group activities: work projects, recreational activities, relapse prevention, vocational education, and household chores.
- Animals are not allowed upstairs at anytime; they are not to be played with during meals, groups, or when they are sleeping on their beds. Pet guy is the only one that can feed the animals and give them their medications.
- There is 10 minutes for shower time, which includes showering, shaving, using the bathroom, and brushing your teeth.
- Any sexual relations are prohibited and grounds for immediate dismissal.
- You are expected to write your probation/parole officer AT LEAST one time per month unless directed otherwise by your Primary Counselor.
- Sinks and toilets must be washed clean after every use and hands washed before you leave the bathroom, after barn, and before meals.
- There is no lending, borrowing, trading, giving, or gambling.
- Personal hygiene is a requirement.
- All articles of clothing or any personal items must be clearly marked with resident’s initials.

- You are not allowed at anytime in the barn without barn clothes; you are not allowed in the kitchen with out a hat and apron on.
- Permission from staff must be obtained before going outside, upstairs, or downstairs.
- Residents must always travel in groups of three, no matter where on the farm you may be.
- There will be no prescribed medications upstairs, all medications must go through the nurse and will be distributed at the appropriate time.
- You must maintain seven daily outfits as well as two sets of barn clothing and recreation clothing.
- No personal items are to be brought from home.
- Disciplinary measures will be handled by staff, under the guidance of the Clinical Director. These rules are by no means exclusive or carved in stone; final discretion is up to the staff on duty.