

Fill in only if patient label is unavailable

Name: DoB:

NHI: Phone:

Address:

**SPRINGHILL RESIDENTIAL AGREEMENT**

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**Guiding Principles**

Residents' continued participation in the programme will be based on an assessment of their willingness to change. Reversion to past addictive patterns or acting out in other addictions could result in discharge, or returning to junior status for a period of time. Safety of the community and all residents' continued recovery will be paramount in any decisions made. If the below guidelines are not adhered to, you could be discharged from the treatment programme.

The principles below are designed to assist you with a transition to an alcohol and drug free life on exiting Springhill. For these reasons it is important to adhere to these principles within yourself.

**Principle One: To Live A Drug Free Life**

No drugs, alcohol or smoking on or off the premises. At staff discretion, random urine screen analysis and/or breathalyser tests will be conducted. Staff also have the right to complete room searches, and searches of clothing, bags and belongings. Any refusals from the resident will equal a failed result. Upon arrival all medication, including supplements are to be handed over to staff.

Whilst in Springhill, all prescription medication will be held in the medical room. Residents are not permitted to use non-prescribed medications. All medication will be taken as prescribed and dispensed. The use of other resident’s medication is not acceptable and is a serious breach of the house rules.

Any medications which are no longer prescribed will be returned to the pharmacy. This includes any unused medications which may have been brought into Springhill on admission.

At the time of discharge, Springhill reserves the right to withhold medications if there is any clinical concern regarding risk of misuse.

All forms of gambling including, Lotto, TAB, scratchies, raffles, pokies, gaming/online etc, reinforce an addictive lifestyle and are not conducive to recovery from addictions, therefore not permitted whilst you are at Springhill.

Alcohol/drug/gambling related environments reinforce addictive behaviours and hinder the goal of sustained abstinence and recovery. These places are not to be visited without approval from therapists, ie clubs, licenced premises, TAB, parties, race meetings, housie, massage parlours, prostitutes, etc.

**Principle Two: To Respect Yourself and To Make A Commitment to Healthy Living Practices**

Healthy balanced eating from all food groups is encouraged. All meals are to be eaten at planned times, unless other arrangements have been discussed with your therapist or Doctor. Healthy routines and life patterns are supported and encouraged.

Snacks in between meals include – water, fruit, healthy snacks, crackers/cheese, - a portion serve, for example, 2 pieces of toast

Birthdays/farewells - it is acceptable for all of the residents to have biscuits, cakes, scones etc. These may be made by the residents for suppers or morning and afternoon teas.

Sweets, cakes, biscuits, fizzy drinks and cordial are for special occasions only, preapproval from therapist is essential. These items are not to be kept or consumed in bedrooms. (Cockroaches, mice, ants are attracted to food etc). Only water can be consumed in the group room.

When a person is sick in bed, a consideration will be made for meals and drinks to be eaten in their bedroom.

For people with food addictions, bingeing, vomiting, starving and missing meals is addictive behaviour and may jeopardise your placement at Springhill. It is important for persons with a food addiction to learn their triggers and take responsibility for avoiding them eg. Sugar, caffeine, dairy products etc.

Juniors are permitted to go to places of faith with a responsible support person.

**Principle Three: To Respect Your Community**

Residents are to be responsible and accountable for their own thoughts, feelings and actions. Residents are encouraged to participate in all groups in which they need to show a willingness to address their issues to the community in a way that is therapeutically viable to their wellbeing. Bringing issues into group or to your therapist promotes honesty and transparency, rather than discussing issues outside of group.

Residents may be required to share a room with one other resident of the same gender. These rooms have partial dividers between each living space and all residents will have their own wardrobe, set of drawers, desk and chair, and pin board.

Residents are not permitted to go into each other’s rooms. There are many other places in which you can communicate with each other.

Eating together, sharing of activities and participation is supported and expected whilst at Springhill.

Stealing is a gross breach of community trust and therefore unacceptable. Violence or threats of violence i.e. stand over tactics on or off the premises is behaviour which displays a gross breach of community trust and is not tolerated. Security services and / or police will be called. Residents will be held responsible and accountable for their actions.

Residents are to be accompanied either by a fellow member or a senior resident when attending outside meetings. Residents on junior status need to be accompanied by a staff member when purchasing items from shops, please note only essential items will be approved. All items purchased need to be approved by your therapist first.

The community is asked to show concern and respect to other residents regarding privacy and confidentiality with health concerns.

Rooms should be left clean and tidy with beds remade. All Springhill books should be returned.

Community structure is important. This includes full participation in the morning and evening routine of the programme (including lights out). All residents will be expected to respect each other by adhering to this programme, unless a therapist has given permission not to participate.

Residents are not to lend money to each other and under no circumstances are allowed to give another resident their credit card or pin number. If you do, the consequences are your responsibility. You must purchase all of your own items, which must be approved by your therapist first.

You should only bring personal clothing for general use i.e. dressing gown, work boots, rain coats, walking boots or running shoes, exercise and leisure time. Clothing needs to be suitable for a recovery-oriented community of mixed age and gender. Gang colours, patches and bandanas are not to be worn. Hoodies and hats are not to worn in the house. Explicit tattoos are to be covered whenever possible. Nightwear is not to be worn in the lounge or around the house.

For your time at Springhill to be as effective as possible, it is important for you to work with your therapist. Springhill allows the opportunity for this to be done as a group and 1-1 counselling.

Pairing or only associating with one person is de-stabilising to the group and shows a lack of respect for each other and the group process. For this reason, it is important there is no forming of closed or special relationships whilst in treatment. No sex or intimacy between residents is permitted as it is recognised that people in early recovery are extremely vulnerable.

Springhill runs a structured programme that begins:

* Weekday rising time is 6.00-6.30am (6.00am at the earliest). After this time, residents need to shower and make their own beds before breakfast.
* Weekend rising time is between 7.00-8.00am.
* Breakfast starts at 6.45am during weekdays and to be completed by 7.00am. During weekends, breakfast starts 8.15am and to be completed by 8.30a.m.
* Housekeeping duties are rostered and to be completed between 7.10-7.30am on weekdays and 8.30-9.00am during weekends.

Visitors need to respect the running of the programme. From the third weekend of gaining senior status– visiting hours are:

* Mon – Fri: 12.30–1.00pm & 4.30-5.15pm
* Sat-Sun: 12.30–4.00pm
* Public Holidays: 12.30-4.00pm

Visiting is at the discretion of staff. All visitors must be introduced to staff on arrival. Ex-residents are to be treated as normal visitors and have no extra privileges.

Television viewing:

* During weeknights televisionis not to be turned on before **6.00pm** and to be turned off at **7.00pm to watch the news only**. The exception is on Friday where the residents have the option of watching television from **8.30-10.30pm** or until the movie is finished.
* During the weekends: on Saturdaytelevision can be turned on from **12.30–4.00pm** and **6.00–11.00pm**. On Sunday television is a choice from **12.30–4.00pm.**
* Residents are allowed no more than two DVDs over the weekend. No R18 or explicit drug and sex scenes.

Residents are asked to be considerate of other residents when using the telephone. If you know the call will be long, please ask other residents first. After written and oral presentation of the life story, senior residents may make and receive telephone calls at specified times:

* 6.30-6.45am
* 10.30-10.45am (or 10.00-10.15am on life story day)
* 12.30-1.00pm (or 12.30-1.30pm on long lunch day)
* 2.45-3.00pm
* During free time until bedtime, ie not after 10.00pm
* Not during dinner or during meetings
* Phone calls made at any other time require permission by staff

Note: Juniors with children may have 3 10min calls per week supervised by a staff member.

**Principle Four: To Be Reflective and Responsible About Your Behaviour**

Smoking and vaping are not permitted as Springhill is a smokefree environment. It is essential that you access all smokefree supports i.e. patches and gum before entering Springhill. This will make the transition to being smokefree more manageable for you.

Residents are not permitted to bring a personal vehicle to Springhill.

Staff have a professional role to assist you with the process of recovery whilst you are at Springhill. There are clear boundaries within the relationship between staff and residents. From a professional perspective, this prevents socialising out of the programme and providing clients with their private contact details.

Confidentiality, privacy and anonymity are an essential part of our programme. This will only be breached if there is a safety and risk issue directed at self and the wider community.

In the case of fire, you need to know what to do. You are expected to read and participate in fire drills.

Leave is an important aspect of your recovery whilst at Springhill. Leave is designed for you to take what you have learned and put it into practice in transitioning from Springhill back into your community. The leave process is:

* The first two weeks at Springhill are seen as a settling in period. Residents are permitted to have leave that is confined to group outings and meetings.
* From the beginning of the third week, residents who have achieved senior status can enjoy long lunch on a Wednesday and have day leave on a Saturday between 12.00–4.00pm.
* From the fourth weekend, residents can apply for weekend leave from Friday 3.00pm to 5.00pm on Sunday.

The resident must complete a leave application form by Thursday lunch time. This needs to be discussed and approved by your individual therapist. Residents may apply for special circumstances regarding Public Holidays.

By signing this agreement, you agree to adhere to all of the principles as detailed above.

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| I acknowledge I have read and understood this contract and further acknowledge that failure to abide by any part of this agreement may interrupt my recovery and jeopardise my stay at Springhill. (Signed - Client) (Name)Date:  | I have read through this agreement with my client and verify that they understand the contents of this agreement. (Signed – Referring Clinician) (Name)Date:  |