

# KAIRS

The moment when change is possible

# Momentum

## Residential Treatment Home (RTH)



## Youth Handbook

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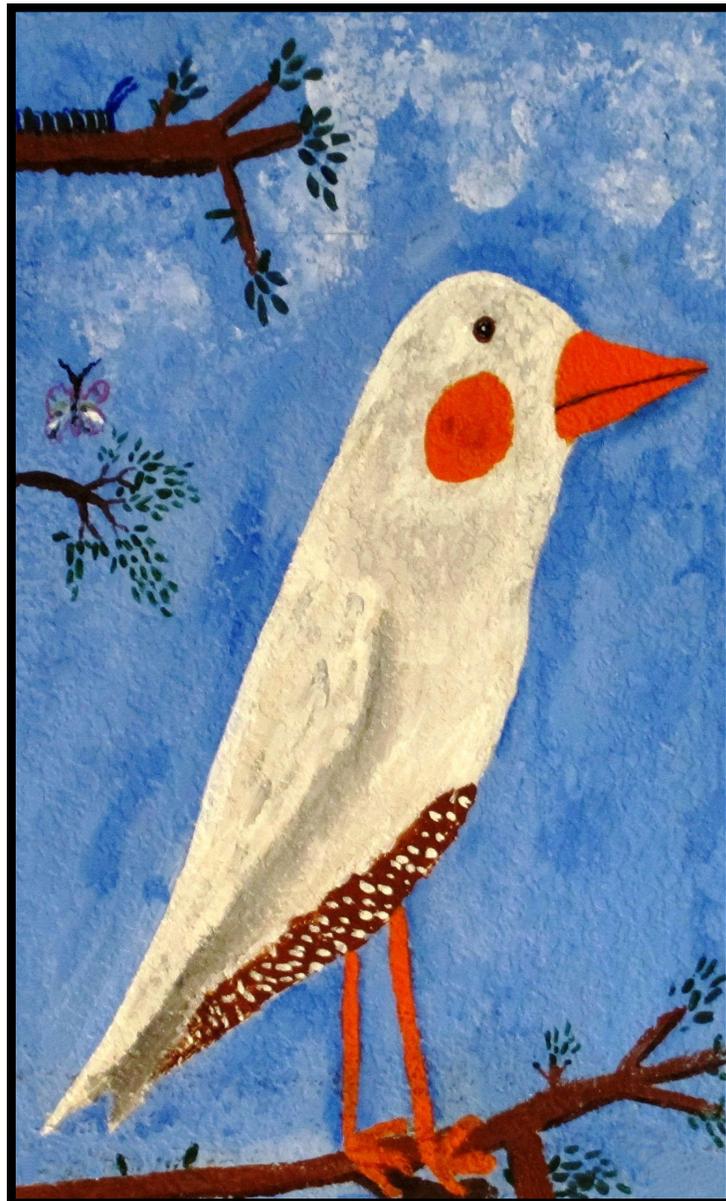
## Kairos Mission, Vision, Values, Strategic Priorities

## Momentum Vision

We aspire to provide sanctuary while supporting the individual's pursuit of independence.

## Momentum Mission

Together we create a foundation of hope for people to reach personal goals and maintain success in the world.



# Welcome to Momentum

## “A Home Built for Growth”

### Momentum Residential Treatment Home (RTH)

Momentum is one of three of Kairos’ co-ed Residential Treatment Homes (RTH) for young adults located in Grants Pass, Oregon. The treatment home is a non-secure, unlocked program that is staffed 24 hours a day 365 days a year. Momentum is designed to provide housing, therapy, services, and supports to 5 young adults ages 17 ½ to 24 with mental and behavioral health disorders with the goal of reducing symptoms, gaining skills, increasing independence, and successfully making the transition into independent living or a lower level of care.

Young adults at Momentum are provided keys to their own bedroom, locker, and pantry cupboard. There is a safe in the bedrooms that can be locked using a code created by youth/young adults. Community areas of the home are shared among youth/young adults and include the living room, recreation room, kitchen, dining room, laundry room, restrooms, shed, and outdoor areas.

### Admission Criteria

- Be an Oregon resident.
- Be between the ages of 17 ½ and 24.
- Have written documentation of a mental or behavioral disorder.
- Does not require continuous nursing.
- Can safely reside in the program.
- Have a desire to participate in treatment, skill building, and community integration.
- Be able to evacuate the building unaided in the event of an emergency.

### Disqualifying Criteria

- Have a physical or medical disorder requiring extensive medical care.
- Engage in high risk fire-setting behavior.
- Evidence of active sex offending behavior.
- Substance abuse or disordered eating treatment is the primary need.
- Treatment needs and/or behaviors appear to be beyond the scope of program expertise or care.
- Require 1:1 supervision.

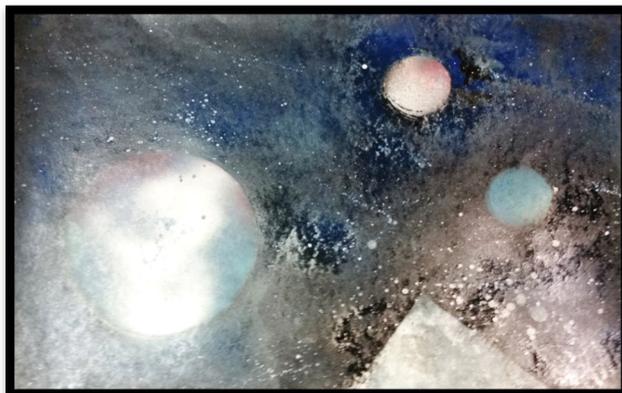


## Program Expectations

1. Maintain a safe, violence-free living environment.
2. Participate in the upkeep of the home by:
  - Cleaning up messes made in community areas (dishes, belongings, etc).
  - Cleaning assigned community areas of the home.
  - Maintaining standards for Health, Safety, and Fire regulations in bedrooms.
3. Participate in treatment including:
  - Individual therapy sessions.
  - Being available at Momentum for an average of 3-4 hours of skills training daily.
  - Attending Community Meeting and Youth Advisory Counsel (YAC).
  - Attending monthly Care Team Meetings (CTM).
  - Participating in services, tasks, and activities focused on meeting treatment goals and the identified discharge plan.
4. Participate in life enhancing activities including:
  - Practicing Independent living skills (e.g. budgeting, cooking, grocery shopping, using public transportation, etc.).
  - Gaining and maintaining employment and/or volunteering.
  - Working towards a High School Diploma, General Education Diploma (GED), taking college classes, or learning a trade.
  - Community exploration and integration.
  - Accessing and utilizing resources.
  - Taking driver's education.

## Momentum Clinical Model

The program utilizes a foundational trauma informed approach with treatment modalities that are evidence-based and recovery orientated used to provide individualized care to each young adult. Momentum does not use punishments to respond to challenging behavior. Challenging behavior is viewed as an expression of need with the focus on identifying the need and finding more effective methods of expressing and meeting that need. Momentum strives to maintain a non-coercive environment. Restrictions are utilized on an individual basis to maintain safety rather than to motivate or gain compliance. Momentum staff work collaboratively with young adults and their teams to develop a Behavior Support Plan (BSP) that directs treatment and is specific to each young adults treatment needs and strengths.



# Services at Momentum

## **Mental Health Assessment**

Comprehensive Assessment of youth/young adult including the collection and evaluation of data through referral documents, interview, and observation. The assessment concludes with documentation of a diagnosis and written treatment plan.

## **Mental Health Service Development**

Activities to develop, evaluate, and update a youth/young adult's treatment plan to reflect current needs, strengths, and goals.

## **Skills Training**

Assistance in developing life skills and learning to manage diagnosis and corresponding symptoms.

## **Individual Psychotherapy**

Individual, face-to-face session facilitated by the therapist focused on treating their diagnoses and corresponding symptoms.

## **Behavior Counseling**

Individual, face-to-face or phone sessions facilitated by the therapist with the youth/young adult focused on improving a behavior.

## **Group Therapy**

Sessions with more than one youth/young adult at a time facilitated by the therapist focused on treating their diagnoses and corresponding symptoms.

## **Family Therapy**

Sessions facilitated by the therapist with the family aimed at improving the interaction between the youth/young adult and the family.

## **Medication Management**

Monthly sessions with a Licensed Medical Professional (LPC) to prescribe, monitor, and manage psychiatric medications geared to treat symptoms related to diagnoses.

## **Peer Support**

Interactions with an individual with lived experience with mental health for the purpose of advocacy and support.

## **Personal Care**

Daily assistance in meeting basic needs including but not limited to supervision, transportation, housekeeping, dispensing medications, etc.

## **Environment Intervention**

Therapist provides clinical input, feedback, interventions, and recommendations to outside agencies, employers, or institutions (school) on the youth/young adult's behalf to achieve change within those environments.

**\* Medical, dental, and vision needs are to be met by outpatient providers in the community.**

**\* Momentum does not use restraint or seclusion**

## Momentum Staff

Staff at Momentum are here to provide you multiple opportunities to learn, heal, and recover.

### Program Manager/Therapist

The Program Manager is a Licensed Professional Counselor who will provide individual, group and family therapy, as well as, oversee the operations of the program.

### Assistant Program Manager

The Assistant Program Manager assists the Program Manager in administrative duties and tasks, as well as, oversees daily operations, program activities, and provides support and assistance to staff and youth/young adults.

### Skills Coach Supervisor

The Skills Coach Supervisor supervises assigned staff and is available throughout the day to oversee daily operations, program activities, and provide support and assistance to staff and young adults.

### Skills Coaches

Skills Coaches are available daily to provide multiple opportunities to learn new skills, heal, increase independence, and work on individual treatment goals.

### Peer Support Specialist

A Peer Support Specialist is someone who has lived experience in the mental health system and now uses that experience to help you advocate for yourself and achieve independence and wellness. They are able to share relatable lived experiences with you.

### Medical Assistant

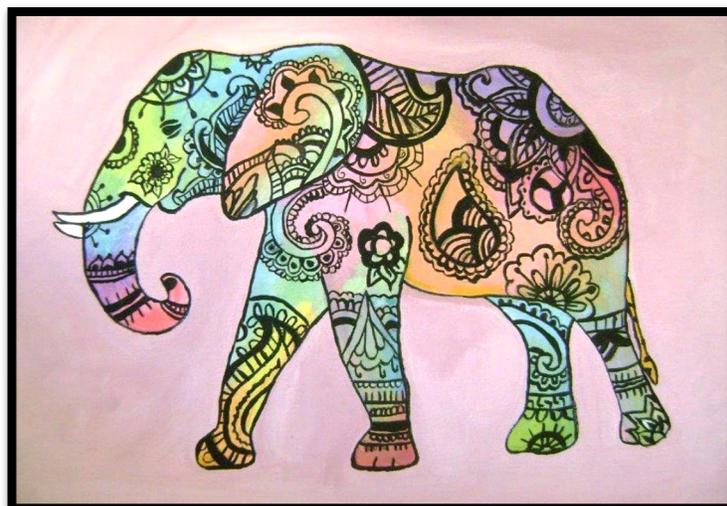
The Medical Assistant works closely with you to assist you with your medical and medication needs.

### Office Manager

The Office Manager directs the flow of visitors at Momentum. They collect and maintain required documentation for admission and ongoing placement at Momentum.

### Psychiatric Provider

The Psychiatric Provider meets with you once a month to prescribe, monitor, and manage psychiatric medication.



## Youth & Young Adult Meetings at Momentum

### Community Meeting

Community Meeting is a group led by the Program Manager focused on bringing youth/young adults and staff together to collaborate in identifying program/house concerns/ideas and brainstorming solutions to improve the therapeutic environment, daily living structures and routines, and treatment delivery.

### Care Team Meeting (CTM)

Care Team Meetings (CTM) are monthly meetings driven by youth/young adults and co-facilitated by the therapist focused on reviewing and updating youth/young adults' strengths, needs, and goals in treatment. The meeting may involve family, natural supports, outside providers, and staff at Momentum.

### Youth Advisory Counsel (YAC)

Youth Advisory Counsel is a group that is led by the peer support at Momentum. This is a time where the residence at Momentum can bring forth any concerns they have about the program or rules and advocate for change. With the help of the peer support residence can write a proposal to be given to management advocating the change they want to see.

### Youth MOVE

Youth M.O.V.E. ("Motivating Others through Voices of Experience") Kairos is a youth leadership group that works to promote collaboration between youth, staff, families, and the community, uniting us all, to enhance partnerships and improve outcomes. This group supports Youth Advisory Councils within each Kairos program to engage youth to help them effectively make their voices heard, allowing youth to become equal partners in the process of growth and the course of their lives. Youth MOVE Kairos advocates for change to create possibilities; using wisdom developed through experience, Youth MOVE Kairos works to improve equality and end the stigma of mental illness, while encouraging and empowering those struggling.

**\*For further information please refer to the Youth MOVE Guideline.**



## **Momentum House Rules**

### **Early discharge/termination of residency**

Violation of Residential Treatment Home (RTH) House Rules may result in early discharge or termination of residency.

### **Safety**

Kairos programs strive to create trauma informed environment. Vandalism, theft, bullying/humiliating, harassment, threatening, physical violence, and property destruction, of the house, contents, or grounds is not allowed.

### **Weapons**

Firearms are prohibited. Other items that may be used as a tool or for self-defense in the community (pocket knives, pepper spray, etc) are prohibited unless approved in resident's individual treatment plan and kept in designated areas and distributed by staff.

### **Alcohol/Drug Use**

Alcohol, street drugs, pharmaceutical drugs not prescribed, and corresponding paraphernalia are not allowed.

### **Person and Room Searches**

Residents who are suspected of having contraband in their possession or on their person, other dangerous items that could be used as weapons against staff or other residents, or items prohibited in the program, will be searched in accordance with the Residential Treatment Home (RTH) Person and Room Search Guideline.

### **Smoking**

Residents must be of legal age to store and use items associated with smoking, vaping, or nicotine use. All items associated with smoking, vaping, tobacco or nicotine use are to be stored and used in designated areas per Kairos Smoking Guideline.

### **Guest Policies**

Residents will inform staff and other residents of guests prior to them entering the milieu. Guests will sign in/out on the confidentiality sheet located at the front desk. Guests are expected to follow the same rules as residents and staff and will be asked to leave if they do not. When residents have a legal guardian, guests are required to be approved by their guardian and have a signed Release of Information.

### **Night Time Quiet Hours**

Quiet hours are between 10:00 pm-7:00 am.

### **Food Preparation and Mealtimes**

All residents need to obtain a food handlers card and follow state regulations in regards to food safety and hygiene to prepare food in the kitchen. Food ingredients are provided by the Residential Treatment Home (RTH). Planning and preparing of meals is the responsibility of each resident at the time that works for their schedule - staff assistance is available if needed for planning and preparation of any meal.

### **Telephone**

Telephones are accessible to residents at all times. Use of phones during scheduled therapeutic groups is strongly discouraged.

## Momentum House Rules Cont.

### Media Content

Media content that is negatively impacting staff or residents can be watched and/or played on resident's own devices outside of community areas.

### Medication

All medication, including over-the-counter medication, supplements, vitamins, and herbs used for medicinal purposes must be prescribed and/or approved by a Licensed Medical Professional. They will be stored in the locked medication cabinet in the staff office and dispensed per Licensed Medical Professional orders. Residents who are approved to self-administer will follow the Self-Administration of Medication Guideline.

### Motor Vehicles

Company vehicles are only to be operated by staff. Residents may drive their own personal vehicle provided they meet the requirements in the Residential Treatment Home (RTH) Resident Personal Vehicle Guideline and have signed the Residential Treatment Home (RTH) Resident Personal Vehicle Agreement.

### Valuables

Valuables including money are the responsibility of the resident. Kairos does not accept the responsibility for replacing or providing financial restitution for lost, stolen, or damaged personal belongings or money.

### Fire Drills and Emergency Procedures

Upon admission, residents will be given a safety orientation and instructions for exiting the home in the event of an emergency. Fire drills are held periodically in accordance with Department of Human Services and Joint Commission standards and participation is required.

### Bedrooms

Residents may cover no more than 50% of their bedroom walls with chosen decor. Items hanging from the ceiling must be at least 18" from the ceiling to allow fire sprinklers to reach all areas of the room. Residents will maintain a clear path to their bedroom window and keep their window track and seal in front of the window opening clear. Residents' mattresses must have mattress covers on them at all times. Residents may only use a surge protected extension cord. Residents must follow all state and federal regulations regarding prohibited items (space heaters, electric blankets, candles).

### Personal Dress

Revealing clothing and clothing depicting violence, drugs, alcohol, profanity, derogatory images/words, or the exploitation of people are prohibited. Footwear or socks are required outside of residents' rooms.

### Community Activities

Recreational activities are scheduled on a regular basis. Residents are expected to communicate their plan including departure and return time when they are participating in independent community time.



## Resident Rights

As a client of Momentum, you have certain rights that we protect and support. These rights are listed for you here. If you ever feel that these rights are not being recognized, please let us know.

### Statutory and Constitutional Rights.

Each resident will be assured the same civil and human rights accorded to other citizens. These rights will be assured unless expressly limited by a court in the case of a resident who has been adjudicated incompetent and not restored to legal capacity. The rights described below are in addition to, and do not limit, all other statutory and constitutional rights which are afforded to all citizens including, but not limited to, the right to vote, marry, have or not have children, own and dispose property, enter into contracts and execute documents.

Rights of Service Recipients. In accordance with ORS 430.210, residents will have the right to:

1. Choose from available services those which are appropriate, consistent with the plan developed in accordance with paragraphs (2) and (3) of this subsection, and provided in a setting and under conditions that are least restrictive to the person's liberty, that are least intrusive to the person and that provide for the greatest degree of independence;
2. An individualized written treatment plan, services based upon that plan and periodic review and reassessment of service needs;
3. Ongoing participation in planning services in a manner appropriate to the person's capabilities, including the right to participate in the development and periodic revision of the plan described in paragraph (2) of this subsection, and the right to be provided with a reasonable explanation of all service considerations;
4. Not receive services without informed consent except in a medical emergency or as otherwise permitted by law;
5. Not participate in experimentation without informed voluntary written consent;
6. Receive medication only for the person's individual clinical needs;
7. Not be involuntarily terminated or transferred from services without prior notice, notification of available sources of necessary continued services and exercise of a grievance procedure;
8. A humane service environment that affords reasonable protection from harm and affords reasonable privacy;
9. Be free from abuse or neglect and to report any incident of abuse without being subject to retaliation;
10. Religious freedom;
11. Not be required to perform labor, except personal housekeeping duties, without reasonable and lawful compensation;
12. Visit with family members, friends, advocates and legal and medical professionals;
13. Exercise all rights set forth in ORS 426.385 and 427.031 if the individual is committed to the Department;
14. Be informed at the start of services and periodically thereafter of the rights guaranteed by this section and the procedure for reporting abuse, and to have these rights and procedures prominently posted in a location readily accessible to the person and made available to the person's guardian and any representative designated by the person;
15. Assert grievances with respect to infringement of the rights described in this section, including the right to have such grievances considered in a fair, timely and impartial grievance procedure;
16. Have access to and communicate privately with any public or private rights protection program or rights advocate; and
17. Exercise all rights described in this section without any form of reprisal or punishment.

Additional Rights. Residents will also have a right to:

1. Adequate food, shelter, and clothing, consistent with OAR 309-035-0410;
2. A reasonable accommodation if, due to their disability, the housing and services are not sufficiently accessible;
3. Confidential communication, including receiving and opening personal mail, private visits with family members and other guests, and access to a telephone with privacy for making and receiving telephone calls;
4. Express sexuality in a socially appropriate and consensual manner;
5. Access to community resources including recreation, religious services, agency services, employment and day programs, unless such access is legally restricted;
6. Be free from seclusion and restraint;
7. To review Momentum RTH's policies and procedures; and
8. Not participate in research without informed voluntary written consent.

## Grievance

If youth/young adults have a concern about a program, policy , decision, or something that has happened or not happened staff want to know. Youth/young adults are encouraged to informally resolve concerns through discussion with Momentum staff and management. If the youth/young adult is not satisfied with the informal process or does not wish to use it, the youth/young adult may follow the steps of filing a grievance as outlined in the Kairos Grievance guideline and submit their concern in writing.



## Personal Belongings at Momentum

All items are searched for contraband and inventoried at admission. Some items may be restricted based on safety and guardianship approval. Items used or stored in community areas of the home are expected to be shared with others. Momentum is not responsible for lost, stolen, or damaged property.

### Items provided if needed

- Bedding including mattress cover, linens, blankets, and pillow
- Towels and washcloths
- Shampoo and soap

### Items for your room

- Clothing, footwear
- Art materials- e.g. coloring pencils, journal
- Room essentials- e.g. bedding, pillows, stuffed animals, radio, room décor, lamps
- Books, magazines
- CDs, DVDs
- Electronics- e.g. TV, radio, game systems
- Jewelry/accessories
- Paperwork and documents- e.g. birth certificate,
- Hygiene products
- Hair dryers, straightener, and curling irons
- Make-up and nail polish
- Aerosol sprays- e.g. hair spray, bug spray, sunscreen

### Items to be locked in individual personal sharps containers

- All tobacco, nicotine and smoking related items including vapes and e-cigarettes
- Lighters, matches
- Shaving razors
- Pencil sharpener
- Scissors
- Tools with sharp edges

### Items to keep locked in the medication cabinet

- Prescribed medication
- Over the counter medication
- Nutritional supplements
- Aerosols sprays when there is risk assessed

### Items not to bring to Momentum

- Room décor depicting violent, sexual, or morbid images
- Items you feel are too expensive, valuable, or irreplaceable
- Items that cannot fit comfortably or safely in your room or assigned storage cupboard
- Lighter fluid
- Weapons- e.g. guns, swords, brass knuckles

### Mail

- Mail may be sent directly to Momentum for youth/young adults. All mail including but not limited to flat envelopes, boxes, padded envelopes, or bulky envelopes will be opened by the youth/young adult with staff present to ensure the item(s) are added to the youth's inventory list. If contraband is discovered, staff will follow procedures for incident reporting.

## **Frequently Asked Questions and Answers**

### **What type of people live at Momentum?**

All the youth/young adults residing at Momentum have mental health diagnoses with corresponding symptoms that may be displayed in their behavior.

### **Can I have a cell phone?**

Yes. If you are under custody or legal guardianship you will need permission from your guardian.

### **Can I have electronics (e.g. ipod, tablet, laptop, etc.)?**

Yes. If you are under custody or legal guardianship you will need permission from your legal guardian.

### **Can I have my own TV in my room?**

Yes, you can keep your electronics in your room.

### **Are there computers I can use at Momentum?**

Yes, there are two computers available for youth/young adults' use. The computers do have some blocked sites. If you are under custody or legal guardianship you will need permission to use the Momentum computers.

### **Can I use social media?**

Yes, there are two computers that are available for use at Momentum and you can check any social media as long as they are not blocked by the computer.

### **Is there wifi?**

No. Momentum does not provide access to wifi.

### **Can I have/watch rated R movies?**

Momentum will not provide access to rated R movies. You may have and watch rated R movies as long as it does not negatively impact other residence or staff. You will be asked it on your own devices, with headphones, or in your room if the content is negatively impacting others.

### **Is there a program curfew?**

There is no program curfew. Minors are expected to follow laws in regards to curfew which is currently 10 PM. Individuals under guardianship will need permission to be out of the program. We also ask that you sign out on the resident sign out sheet and communicate with staff an estimated time back you plan to return. If a resident does not return back or make contact with staff within 2 hours of their estimated time of return, staff will follow the Away Without Permission (AWOP) protocol which may involve outside intervention (non-emergency police) to "Attempt to locate" and complete a wellness check.

### **Is there a bedtime or a time I have to be in my room?**

There is a quiet time at 10 PM that we ask everyone to engage in quiet activities and conversations. There is not a specific time you have to go to your bedroom. You are expected to go to bed at a time that allows you to get enough sleep to participate in your treatment and life enhancing activities.

### **Is there a time I have to wake up?**

There is no time you have to wake up. We ask you get up in time to take your medications and participate in scheduled appointments and activities.

### **Is transportation provided?**

Staff can assist in transportation when available. Youth/young adults are encouraged to practice using public transportation and to take the steps to obtain a driver's license in preparation to live independently.

### **Can I have a car and drive?**

Yes, you can if you have signed and met the expectations outlined in the Residential Treatment Home (RTH) Resident Personal Vehicle Agreement.

### **Can I visit my friends and family?**

If you are under custody or legal guardianship you will need permission from your guardian regarding visits outside of the program referred to as a Leave Of Absence (LOA). Otherwise, you can visit friends and family for day and overnight visits, however, cannot spend more than seven nights out of the program monthly.

### **How long can I stay at Momentum?**

Each person is different so a person's stay will depend on them and their personal treatment. If you are committed to treatment and respect the house rules you can stay as long as you need until the last day of age 24.

### **Can I have pets?**

Yes. You can have a fish. No other pets are allowed. Visiting pets must meet requirements outlined in the Animals in Organization guideline.

### **Can I have visitors?**

If you are under custody or legal guardianship you will all visitors will need to be approved by your guardian. You may have people visit you at Momentum. We ask you inform other youth/young adults of visitors to give them the option to remove themselves from community areas for privacy. Visitors are expected to follow the same house rules and can be asked to leave if they do not.

### **Can I have a job?**

Yes, you may have a job while completing your treatment at Momentum.

