Welcome to New Beginnings

Youth Residential Handbook
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Kairos
Mission, Vision, Values, & Strategic Priorities

MISSION
We collaborate with young people, families, and communities to provide intensive mental health services and supports, promote mental wellness, and instill hope.

VISION
A region of communities that understands and values mental and emotional wellness, in which all youth and their families have appropriate support and care.

We Value
Dignity, respect, and appreciation for those we serve and each other.

We Value
Safe and stable environments.

We Value
Individual voice and diversity.

We Value
Opportunity for understanding, healing, and growth.

We Value
Resilience and recovery.

We Value
Identifying options when none seem available.

We Value
Lifelong learning.

We Value
Excellence & achievement.

We Value
Innovation.

Priority
Service development and collaboration.

Priority
Public education and awareness regarding the mental health challenges faced by young people and families.

Priority
Organizational capacity for clinical effectiveness, business efficiency, and sustainability.

Priority
Workforce development.

We Value
Resilience and recovery.
New Beginnings
Mission Statement

We are a team of youth, families, staff, and community partners working together to create a better tomorrow that supports healing, growth, & recovery.

We Believe:

- Learning is a life long process.
- Positive relationships supply the tools of success.
- It is important to respect and value each person’s individual abilities and culture.
- Working collaboratively and hearing each other is key to solving problems.
- Being present at each moment helps us find hope and stability.
Welcome to New Beginnings

New Beginnings is a 15 bed, co-ed residential program for youth ages 11-17 who are dealing with emotional and behavioral challenges related to trauma, grief/loss, or other mental health issues. Our campus is located in Grants Pass, Oregon and we are surrounded by beautiful parks, trails, and other outdoor recreational activities.

This handbook should answer some questions about what your stay at New Beginnings will be like and help you to get on the path of getting the most out of your treatment. You’ll notice that we refer to “family” throughout this handbook. For some that might mean biological relatives. For others that might be foster or adoptive family and for others, that might be a team of professional caregivers who work hard to make sure you have what you need. We know that family isn’t always about biology and it’s about connections and caring. For simplicity’s sake, we will refer to your people as your “family.”

Your staff team includes the following members (listed in order of who you will likely spend the most time with).

• Skills Coaches, Senior Skills Coaches, and Skills Coach Supervisors will spend the most time with you and the other residents. They will help you with everything from getting ready for your day to learning how to cope with the stressors of life and everything in between. They are available 24 hours a day.
• Individual and Family Therapists who work with you and your family to develop your goals for your treatment and help you achieve them.
• Our Nurse will coordinate care for you with outside providers as needed, i.e. physical health concerns, eye care and dental. The nurse facilitates getting the medications ordered by Psychiatric Providers/Outside Providers from pharmacy as well as confirming that they are documented correctly. The nurse attends care team meetings when necessary to pass on pertinent medical information to the team.
• Our Med Assistant will help you get your medical and dental needs met.
• Our Assistant Managers helps with programming and the day-to-day needs of the program.
• Our Program Manager is a licensed professional counselor who is responsible for overseeing all aspects of the program and is always available to you and your family.
• Our Psychiatrist (a doctor who specializes in helping people with behavioral and emotional problems) to help figure out the underlying factors that may be impacting your emotional and behavioral struggles and may talk with you and your family about medications that might help.
• Our Education Staff will help you identify and reach your educational goals.
• Our Family Support Specialist and Peer Support Specialist are here to help ensure that your voice and the voice of your family is at the heart of every part of your treatment.
• Our Food Services Staff provides nutritious and delicious food.
• Our Peer Support Staff are young professionals who use their lived experience to help support and advocate for you during your involvement in the program.

All of our treatment and programming is based on a foundation of Collaborative Problem Solving. You’ll hear us talk a lot about “CPS” and “Plan A”, “Plan B”, and “Plan C”. The core of CPS is the belief that all of us — youth, families, and staff — do well if we can. We also know that sometimes lagging skills (things we haven’t learned yet) get in the way of us doing well. We know that people can and do overcome the obstacles in their lives and that no matter where someone has been or what they’ve been through, we all deserve our very own new beginning.
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<td>7:30-8:00am</td>
<td>Wake Up &amp; Hygiene</td>
<td>Optional Chores (after hygiene and room clean only!)</td>
<td>8:00-8:30am Breakfast</td>
<td>8:30-9:00am Double Scrub of Rooms and Milieu</td>
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<td>8:00-8:30am</td>
<td>Life /Social Skills Building</td>
<td>8:30-8:45am Goals and Values Group</td>
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<td>10:15-10:30am Snack</td>
<td>Lunch and chores</td>
<td>Art all day!</td>
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<td>11:45am-12:00pm Wash Hands &amp; Manners Group</td>
<td>12:00-12:30pm Lunch and chores</td>
<td>12:30-1:00pm Outdoor Activity Basketball, Volley ball, wall ball</td>
<td>1:00-2:30pm Outdoor Activity Basketball, Volley ball, wall ball</td>
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<td><strong>3:00-3:15pm Snack Break</strong></td>
<td><strong>3:15-4:00pm Therapy Group</strong></td>
<td><strong>3:15-4:45pm Store Run &amp; Movie Store or Sit Down Xbox</strong></td>
<td><strong>3:15-4:00pm Music Group</strong></td>
<td><strong>3:15-4:45pm YMCA or Just Dance/Kinect Sports</strong></td>
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<td><strong>4:00-4:45pm Basketball</strong></td>
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<td><strong>3:15-4:45pm Outdoor Activity</strong></td>
<td><strong>4:00-4:45pm Movie Night (Youth can be playing cards or painting as long as they are in the movie area) (One movie only)</strong></td>
<td><strong>4:00-4:45pm Outdoor Activity</strong></td>
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<td><strong>4:45-5:00pm Wash hands and Manners</strong></td>
<td><strong>5:00-5:30pm Dinner</strong></td>
<td><strong>5:30-6:00pm Chores and Hygiene</strong></td>
<td><strong>6:00-6:30pm Youth led Crickets Werewolves game</strong></td>
<td><strong>6:00-6:30pm Coping Skills</strong></td>
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<td><strong>6:30-7:00pm Toss-n-Say</strong></td>
<td><strong>6:30-7:00pm Pictionary</strong></td>
<td><strong>6:30-7:00pm Yoga</strong></td>
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<td><strong>9:00pm Sleep! (In room with all requests and tasks finished)</strong></td>
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<td>Breakfast</td>
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<td>Wash hands and Manners</td>
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<td>5:30-6:00pm</td>
<td>Transition (Card games or reading)</td>
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<td>6:00-7:30pm</td>
<td>Movie Night</td>
<td>6:00-6:45pm Life skills Group</td>
<td>6:00-6:45pm Apples to Apples</td>
<td>6:00-7:00pm Coloring Mandalas/Art</td>
<td>6:00-6:45pm Pictionary</td>
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<td>6:45-7:00pm</td>
<td>Break and Transition</td>
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<td>7:30-8:30pm</td>
<td>Solo Time/Card Games/Board Games</td>
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<td>8:30-8:50pm</td>
<td>Guided Meditation</td>
<td>8:00-8:30pm Guided Meditation</td>
<td>8:00-8:30pm Reading</td>
<td>8:00-8:30pm Reading</td>
<td>8:00-8:50pm Guided Meditation</td>
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<td>8:15-8:45pm</td>
<td>Bedtime transition and hygiene</td>
<td>(TV’s off, all youth return to wings. Music may be played till 8:45pm)</td>
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<td>9:00pm</td>
<td>Sleep! (In room with all requests and tasks finished)</td>
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Daily Expectations

Take care of your hygiene
You are expected to bathe, brush hair, brush teeth and change into clean clothes at least once a day. You can bathe more than once a day if you choose and it should not be during group time or other activities.

Help keep your living environment clean
Since all the residents live here and share the same living environment everyone is expected to help keep the house clean. Residents have the option to do chores after dinner or after breakfast and a deep clean once a week. You are expected to participate in maintaining the house. You can wash your own laundry or you may request staff to do your laundry at night.

Attend and participate in groups and activities
You are expected to attend groups and activities unless indicated in your behavior support plan that your therapist will create with you.

Attend school or work crew
You are expected to attend and participate in educational and pre-vocational activities so that you can stay up to date academically and learn new skills. School is in session from September to June. Work crew begins in June and ends in August. There are many volunteer opportunities during this time.

Participate in individual & family therapy sessions
One thing we know for sure is that problems don’t go away if we don’t deal with them. Lots of people try running away from their problems, denying they exist, and avoiding them using things like drugs or alcohol or food ... but most problems just hang around waiting for us to stop running, own up, or get sober. Why not deal with the issues now and face your future without those burdens? We expect you to make full use of the therapists by attending all groups, individual and family therapy sessions.

Respect personal and community boundaries
We all have a right to our own personal space both emotionally and physically. Please respect the personal space of others and expect that others will respect yours!

Resolve conflict using good communication skills & seeking support as needed
Learning and using conflict resolution skills & healthy communication skills, and accepting support will make a huge difference in your world. We expect you to use our staff to help develop these skills. That is what you are here for.

Which needs do you need support with and how will you find that support?
New Beginnings Stabilization & Transition
Belongings List for Bedroom

The following criteria are in place to maintain a safe environment, to allow youth to have items of personal comfort, and to foster active participation so youth can gain the skills they need and graduate quickly. Youth who are actively participating in treatment are typically only in their bedrooms during sleeping hours.

Only the following items are allowed in youth’s bedroom.

**Clothing:** *All clothing items must meet the dress code criteria*
- A total of 5 pants and shorts (i.e. 3 shorts and 2 pants, 2 pants and 3 shorts, etc.)
- A total of 5 long and short sleeved shirts
- A total of 1 sweatshirt
- 2 sets of pajamas
- 5 underwear
- 3 bras (no underwire or padding)
- 5 pairs of socks
- 1 pair of flip flops for showering
- 1 pair of slippers (with no shoelaces or metal)
- 2 total hats or beanies

**Comfort Items:**
- 1 Kairos pillow, 1 personal pillow
- 2 Kairos blankets, 1 personal blanket
- 3 stuffed animals
- 1 book that has been approved by the youth’s therapist (no magazines)
- 1 item of spiritual comfort (a spiritual book or symbol that meets all safety criteria)
- 5 Pictures with no frame can be kept in the youth’s manila folder (one picture may be hung on the bedroom door, and pictures/artwork can be put on the wall above the desk)

**Coping Tools:**
- 2 sensory integration items (stress ball, weighted blanket, etc.)
- 1 journal that is soft bound with no metal or rigid plastic
- 1 golf pencil
- 1 manila folder (supplied by Kairos) for personal papers. All papers must fit in the folder.
- 1 puzzle

**Clothing items that will be stored in the Personal Cubby in the belongings closet:**
- 1 pair of shoes
- 1 coat
**Items that will be stored in the Recreation Cubby in the belongings closet:** Youth can have approved personal/recreation items in their bin.

- Kairos Kindle (which may be used during solo time and self-reflection time)
- Cards
- Word searches, coloring books, etc.
- Books (paper back only)
- MP3 Player (that meets all New Beginnings criteria)
- Playdough and silly putty (in approved containers)
- 1 set of headphones
New Beginnings Stabilization & Transition
Dress Code and Clothing Guideline

If youth have clothing items that do not meet the following criteria, those items will be placed in temporary storage until they can be sent home or with their guardian at the next scheduled visit.

All Clothing
- Clothing and accessories must be appropriate to the activity and setting.
- Clothing is expected to be clean and to not have any odor.
- Clothing will fit properly and cover undergarments while seated, standing, reaching, and bending.
- Clothing will not have drawstrings.

Pants/Skirts/Shorts/Sweats/Pajamas
- Pants will fit so that they stay on without a belt or drawstring. Pants will not expose undergarments when seated or standing.
- Shorts will be 3 inches above the knee or longer.
- Skirts and dresses are not allowed.
- Spandex, leggings, jeggings, and yoga pants are not allowed.
- All sleepwear including pajama pants, shorts, and shirts must meet all clothing guideline criteria.

Shirts
- Shirts will be clean, fit properly, and fully cover the youth’s stomach, chest, back, undergarments, and shoulders. Low cut or scoop neck shirts that show cleavage are not allowed.
- Shirts with holes or ragged collars or sleeves are not allowed.
- Sleeveless shirts with a full collar are allowed. Tank tops and spaghetti strap shirts are not allowed.
- Shirts with rude designs and/or any drugs, alcohol, profanity, violence or sexualized images are not allowed.

Shoes/Socks/Undergarments
- Youth will wear socks or slippers at all times.
- Youth will wear shoes appropriate to the activity.
- Boots, high heels, and wedges are not allowed.
- Thongs and G-string underwear are not allowed.
- Push up, under-wire, and padded bras are not allowed. Lined bras with thin padding are acceptable.

Jewelry and Accessories
- No jewelry, belts, or other accessories are allowed on the stabilization and transition unit.
- Hats and beanies that follow the dress code protocol are acceptable.
CLIENT AND FAMILY RIGHTS

As a client of KAIROS you have certain rights that we protect and support. These rights are listed for you here. As a parent of a client, all the applicable rights apply to you as well. There is also a longer, more technical version of these rights that you may receive upon request. If you ever feel that these rights are not being recognized, please let us know.

1. The right to prompt treatment, with dignity and respect, no matter what sex, race or color you are, or what religion, sexual preference or handicap you might have.
2. The right to privacy and confidentiality. We won’t share any information about you or your family without your and your parent’s consent.
3. The right to good treatment, offered by trained adults, who care about you and won’t hurt you in any way.
4. The right to services needed to prevent, diagnose, and treat most mental health problems, including referral to special providers when medically necessary.
5. The right to emergency services, when necessary.
6. The right to written information on how to get emergency and routine mental health services.
7. The right to a care plan made just for you and for you and your parents to help in building this plan, including the right to accept or refuse services.
8. The right to develop in your own ethno-cultural environment, to the extent possible.
9. The right not to be secluded or restrained unless you are about to hurt yourself or someone else. Note: CSP and TFC staff and foster parents do not use seclusion or restraint.
10. The right to talk with your lawyer or caseworker.
11. The right to have access to your records.
12. The right to be informed about fees and the fee payment process.
13. The right to express your concerns, opinions and complaints about the program to people who will listen and act.
14. The right to put a grievance in writing if you feel that any of your rights have been violated. We will investigate and respond, and explain what you can do if you are still not satisfied.

In addition, those clients in residential treatment and treatment foster care at KAIROS, and their families, have the following rights:
15. The right to good care. This means things like healthy meals, a safe clean environment, opportunity for good hygiene.
16. The right to be discharged as soon as you can be safe at home or in the community.
17. The right to wear your own clothes and to keep personal belongings, and to have a safe space to store those belongings.
18. The right to be told before you come, what sort of things you can’t bring to the program and why.
19. The right to participate in the development of your chosen spirituality, and to worship and to practice your religion.
20. The right to earn allowance by doing chores, and to spend your money within the rules.
21. The right to receive gifts from parents and friends.
22. The right, with your parents’ permission, to unrestricted visits, phone calls (at scheduled times) and mail privileges, unless it is determined that this right may in some way do harm to you. Then we will explain why, and review this decision weekly.
23. The right to participate in recreational and physical activities and to go off campus and on home visits as part of your treatment plan.
24. The right to appropriate educational services.
25. The right to routine preventive, emergency medical, vision, behavioral health, dental, and rehabilitation care as warranted.

In addition, please note that the Foster Care Ombudsman represents all youth in DHS care, and can provide Information about their rights and an avenue for addressing issues and concerns that youth may have during their stay in foster care. The Foster Care Ombudsman can be reached at 503-945-5897.
Services Available at New Beginnings

What the resident chooses to take part in is mostly up to them. However, those choices are likely to impact the length of stay in residential treatment. Typically, the more a resident/family participates in the treatment, the less time the resident will have to stay in residential care. Our expectation is that the resident/family will participate to the best of their ability in the various services offered throughout their stay.

Activity Therapy
New Beginnings residents work together with our Assistant Program Manager and other staff to plan community activities and outings. We are fortunate to have many activities in the Rogue Valley.

The program pays for most of our activities. However, you may be responsible for things that you want during the activity. For example, if the program pays for $5 worth of tokens when we go to the Family Fun Center and if you want to play more or buy a soda, you would use your own money. You are able to earn money by completing household chores and are able to spend your earnings within program guidelines.

Activity therapy also happens on campus with many different opportunities to learn new skills and have fun.

Education
Our education program is designed to work together with your home school to help stay caught up and progress in your educational goals. Older residents utilize an on-line program to ensure that credits earned will be accepted when they return to their home school. With legal guardian permission, older residents may also work towards their GED. Younger students receive more hands-on instruction. Many of our youth have struggled in more traditional environments. We also strive to provide a positive educational experience.

Family Therapy
“Family” isn’t always biological. Family Therapy sometimes involves foster or adoptive families. Regardless of who is considered to be family, family therapy is a process facilitated by your assigned therapist. It can be helpful in many cases, such as when family members aren't getting along, disagree or argue often, or when a child or teen is having behavior problems. Family therapy involves counseling sessions with some, or all, family members, helping to improve communication skills among them. Treatment focuses on communication and problem-solving techniques. Family therapy usually happens at least once a week.
**Group Therapy**
New Beginnings offers many different groups throughout the day which you are expected to attend and participate in. Topics include things like anger management, coping skills, communication, relationships, DBT, goal setting, etc.

**Individual Therapy**
This is when you will work one-on-one with a therapist on issues that you need help with. You and your therapist meet at least weekly, but usually you will meet more often.

**Medication Management**
Our Psychiatrist will meet with you when you first get admitted to talk about what brought you into the program. Sometimes those issues, or the behavior that happens because of the issues, might require medication to help you manage the emotions or behaviors. Our Psychiatrist will talk with you and your family before deciding anything because the input is critical to the success of any treatment.

**Milieu Therapy**
“Milieu” is a funny word that refers to the whole therapeutic environment. You will spend most of your time working with our Skills Coaches, Senior Skills Coaches, and Skills Coach Supervisors. You will work with this team to identify, learn, and practice new skills.

**Physical Health Services including primary care, dental and vision**
Our Medical Assistant, Nurse, and other staff will ensure that medical, dental, and vision care needs are attended to while you are in our care.

**Vocational Skills Training**
Summer Enrichment program (dependent on Program’s decision for the season) to help you begin to learn the skills necessary to be comfortable and competent in the working world. Other life skills training takes place throughout the year.

"Success isn’t always about greatness. It’s about consistency. Consistent hard work gains success. Greatness will come"

_Dwayne “The Rock” Johnson_

"If you want to live a happy life, tie it to a goal. Not to people or things."

_Albert Einstein_

"You’re off to great places! Today is your day! Your mountain is waiting. So get on your way!"

_Dr. Seuss_
YAC (Youth Advisory Council)

“The Youth Advisory Council” of New Beginnings Kairos is the voice of the young adults. Our purpose is to bring to life that voice, giving us the opportunity, as youth experiencing treatment, to have our ideas and concerns be valued. We as the Youth Advisory Council collaborate with staff to be a part of the process of change.”

YAC is held in each residential program as an opportunity for the youth/young adults to communicate and voice their concerns or ideas to make changes within their programs. This group is typically facilitated by the Peer Support Specialist and/or the youth.

Youth M.O.V.E.  Kairos: A Movement Of Minds

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. We hope to support 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, our wish as Youth MOVE Kairos is to improve quality and end the stigma of mental illness, while encouraging and empowering those struggling.

*An application for YMK is attached to this book to allow you that opportunity to apply as soon as you would like! Please turn the completed application in to your Peer Support Specialist of a shift supervisor.
Youth M.O.V.E. Kairos: A Movement Of Minds

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. We hope to support 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, our wish as Youth MOVE Kairos is to improve equality and end the stigma of mental illness, while encouraging and empowering those struggling.

Our overall purposes are:

♦ To collaborate for the evolution of Kairos through partnership with youth and staff,
♦ To be a leadership group for youth voice in Kairos,
♦ To support the development of Youth Advisory Councils in each program,
♦ To work with youth in the agency to propose changes in clinical policies and practices agency wide and in the individual programs,
♦ To establish processes and guidelines for youth to become members of Youth MOVE,
♦ To educate the public regarding the mental health challenges faced by youth through events and public presentations.
Youth M.O.V.E. Kairos Application Process

Who?
YOU! Youth M.O.V.E. Kairos (YMK) is a group of youth from different locations of Kairos, including former residents, peer support specialists, and youth in Treatment Foster Care. We often have other adult and youth visitors and collaborators. If you’re interested, get in touch!

How?
1. **Apply:** Read through the packet. Fill out the questions on the application sheet. Ask staff, your Individual and Family Therapist (IFT), or a Peer Support Specialist if you want help or advice.
2. **Approval for Kairos Residents:** Take the application to your IFT and ask that it be discussed in your next Care Team Meeting regarding your interest in being a part of Youth Move Kairos (YMK). Once approved by your Team, you and your IFT should sign the “Support” sheet in this packet and give your completed application to staff to place in your Peer Support Specialist’s mailbox. You can also email your completed application to sduron@kairosnw.org.
3. **Follow-up/Interview:** A Youth Move Kairos representative will get back to you about your application and next steps within 1 week.

Confused?
The process to be a part of YMK can seem difficult at times but please don’t hesitate to ask your peer support specialist or another YouthMOVE member if you have any questions or need assistance. Shaunte’ Duron (sduron@kairosnw.org) or Sandy heine (sheine@kairosnw.org), with questions.
Youth M.O.V.E. Kairos Application

Name: ______________________        Date: ______________________

To be a part of YMK is a responsibility and we expect attendance to be upheld. The meetings for YMK are held every Monday of the month from 3:30 pm to 5:00 pm. This application will allow us to start an interviewing process with you and see if your qualities would do well in this atmosphere.

What are some of your qualities that would help you excel in YMK?

Give an example of how could you see the pros and cons of a situation.

What do you hope to accomplish in YMK?

Why is YMK important?

Do you feel you are good at hearing others point of views even if they are not your own? If so, can you give us an example?
Youth M.O.V.E. Kairos Agreements

- Attendance: If members miss 2 meetings in a month they will be up for review. Review is when the member will meet with the facilitators of YMK and discuss the reasons for the absences.

- Respectfulness: During the meetings it’s expected that members to be receptive and respectful of their peers and others.

- Behavior: Outside and during the meetings we would like to see behavior reflecting growth and maturity. It is understood there may be days or even weeks that members will be under stress or anxious. When this occurs please talk to your IFT, Youth Move Representative or Program Manager.

- Selective Disclosure: In YMK we talk about all the different facilities and improvements that could be made upon them. Doing this, events happening at other facilities may be discussed and we expect members not to “gossip” about the other locations with the information discussed in YMK.

- Confidentiality: Confidentiality is important for creating an environment of trust and support. We maintain strict confidentiality about our members. We do not “share” personal information or something that may be said by a member who is attending a Youth Move Kairos meeting. What’s said in here stays in here.

I have read and agree to uphold these agreements as a member of YouthMOVE Kairos.

(signature)______________________________________________
The Bigger Picture:  
YouthM.O.V.E. Oregon & YouthM.O.V.E. National

Youth M.O.V.E. Kairos is a local chapter of Youth M.O.V.E. Oregon. Our membership means that we uphold the goals and vision of Youth M.O.V.E. and are connected to other organizations and groups of youth doing similar work all over the country.

WHAT?
Youth M.O.V.E. Oregon is a youth led, state-wide organization devoted to improving the services and systems that support the positive growth and development of youth and young adults in our community by uniting the voices of individuals who have lived through and experienced various problems with systems including (but not limited to) mental health, juvenile justice, education, and child welfare. Our project began as a demonstration project funded by the Federal Runaway and Homeless Youth Program.

MISSION
Youth M.O.V.E. Oregon works as a diverse collective organization to unite the voices and causes of young individuals while raising awareness around youth issues. We will encourage youth voices to be heard by coordinating young leaders from across the state to sit on advisory committees and boards. We will also encourage young adults to directly give back by serving their respective communities.

WHY?
We the members of Youth 'Motivating Others through Voices of Experience' (M.O.V.E.) National envision systems in which every youth person that enters a youth serving system is being prepared for life through genuine opportunities and authentic youth involvement throughout all systems levels. We help guide the redevelopment of the systems so that no youth falls through the cracks. We advocate for youth to utilize their power and expertise to foster change in their communities and in their own lives.

Youth M.O.V.E. National works toward the day when all people will recognize and accept the culture of youth, their families, and the communities that serve them in order to be truly culturally-competent. Youth M.O.V.E. National looks forward to the day when youth are no longer treated as numbers, problems or caseloads, but as individuals and humans. We will all stand as partners: youth, youth advocates, supporters, parents, and professionals to see our youth become successful.

What does “youth-guided” mean?
Youth Guided means that young people have the right to be empowered, educated, and given a decision making role in the care of their own lives as well as the policies and procedures governing care for all youth in the community, state and nation. This includes giving young people a sustainable voice and then listening to that voice. Youth guided organizations create safe environments that enable young people to gain self sustainability in accordance with the cultures and beliefs with which they identify. Further, a youth guided approach recognizes that there is a continuum of power that should be shared with young people based on their understanding and maturity in a strength based change process. Youth guided organizations recognize that this process should be fun and worthwhile.

This text is from the websites of Youth M.O.V.E. National and Youth M.O.V.E. Oregon.  
More information about YouthM.O.V.E. Oregon can be found at http://www.youthmoveoregon.net.  
More information about YouthM.O.V.E. National can be found at http://www.youthmovenational.org/
Youth M.O.V.E recognizes that youth have the right to be empowered, educated, and given a decision making role in the care of their lives. Our youth-guided approach also recognizes that there is a continuum of power that should be shared with young people based on their understanding and maturity in a strength based change process that should be fun and worthwhile.

I, ________________________________ [applicant’s therapist], confirm that the applicant has brought their Youth M.O.V.E. Application to their Treatment Team. By signing, I confirm that the group has agreed to support the applicant in applying to be a member of Youth M.O.V.E. Kairos and are confident that at the time of signing, the applicant can be a safe member of this group. I agree to contact Shaunte’ Duron or Sandy Heine if the individual is struggling and needs a break from Youth M.O.V.E.

I, ________________________________ [applicant], understand that my involvement with Youth M.O.V.E. Relies on my continued engagement with my treatment and upholding Youth M.O.V.E.’s community agreements.

______________________________  
Signature of Individual & Family Therapist  
Date

______________________________  
Signature of Applicant  
Date
Questions You Might Want to Ask Yourself and Others
You deserve the best!

We know that going into a residential program is a big change. Knowing what you can expect can make this process a lot less scary and you will be able to gain more from your experience. The following questions were taken from a tip sheet called “Your Life – Your Future” which was written by the Building Bridges Youth Advisory Group. All of the youth on the Youth Advisory Group have been through residential programs ... some similar to New Beginnings, some not. Don’t be afraid to ask questions and take care of yourself! We encourage you to ask these questions and any others that are important to you.

HOW IS BEING IN THIS PROGRAM GOING TO HELP ME?

Thoughts from Building Bridges
Some youth are in a residential program to deal with specific problems. Sometimes youth agree that they need to work on those problems and sometimes they do not; youth goals and family goals may also conflict with one another. Some youth are sent to a residential program by parents, schools or courts.

No matter how you got here, once you are in the program it is important to find out what kinds of changes the program is trying to help you make and what supports and services will be offered to you. You have unique strengths and needs. Talk to different people you trust to help you decide what your goals should be while you are in the residential program. You should evaluate whether the program will meet your individual goals, and work with your family, care coordinator and staff to ensure that the services and supports that you believe you need are provided.

Thoughts from New Beginnings
We believe that all people do well if they can and that being happy is always better than being miserable. We also know that kids don’t come with instruction books and most grownups raise their kids the way they were raised ... and life can be really, really hard. Lots of time people are raised to believe that if someone is making poor choices that they are mean or stupid or just don’t care. We believe that when someone is making choices that are not helpful to themselves or their families it’s because they have a skill that is missing or isn’t as strong as it needs to be. We believe that we can help you the most by figuring out what skills got stuck and finding ways to support you and your family in making those skills as strong as they need to be.

WHAT FACTORS DETERMINE HOW LONG I’M GOING TO STAY HERE?

Thoughts from Building Bridges
Right from the start, ask how long you are likely to be in this program and what factors will determine when you can go home. Some research shows that shorter lengths of stay are more effective. You might want to stay for as short a time as possible or you may prefer to stay longer.

The length of time you stay should fit your needs. Ask how you can have a say in how long you stay.

Thoughts from New Beginnings
We believe that you should only be here as long as you need to be here. There are lots of factors that will help you, your family, and your team know when you are ready for discharge. Because issues are very different for every youth, it’s important that you understand what those factors are for you.

When you make decisions about what you need to work on and take steps towards achieving your goals to the best of your ability, you are moving closer towards discharge.
WHAT GOALS DO I HAVE FOR MYSELF? IS THIS THE BEST PLACE TO HELP ME REACH MY GOALS?

Thoughts from Building Bridges
Think about what is important to you and identify your personal goals. Then ask how this program will help you achieve your goals. Find out if this program has been successful in the past in helping other youth to reach similar goals.

Ask if it is possible for you to get the help you need while living at home. Be sure to discuss your options with the adults involved in making this plan with you.

Thoughts from New Beginnings
We want you to talk with us about your goals and how we can help meet them. Everyone here is part of your team and we all want to help you succeed here and at home!

HOW CAN I BE INVOLVED IN DECISIONS ABOUT MY TREATMENT?

Thoughts from Building Bridges
A group of people will meet to discuss the plan for your care. This group is sometimes called a “treatment team” or a “child and family team”. You have the right to be a part of this team, to have a voice in who else is on this team, and to ask to have someone you choose to support you attend team meetings. That person can be a friend, a relative, or an adult you trust. Your team should also include teachers, counselors and other people who have worked with you and your family outside of the residential program. You should know how to contact everyone on your team.

You have a right to help decide what goals are in your treatment plan and to have a copy of the plan. The plan should be reviewed often so you can make changes to help you meet your goals.

Some youth lead their own team meetings. Others might feel uncomfortable speaking at these meetings. If you are not comfortable speaking up, tell a trusted staff person or your support person what you want to discuss before the team meeting. Then, he or she can help you start the conversation.

Thoughts from New Beginnings
We call those meetings “Care Team” meetings and they occur at least every 30 days. These meetings are all about what you and your family need. You should expect to be involved in every step of your care planning process. The people on your team will include staff, therapist, teacher, and doctor from New Beginnings. It will also include your family or legal guardian and anyone else that you and your family/legal guardian want on your team. Usually, the more people on the team (especially if they are community & family supports) the better your treatment will go. We’ve included a worksheet with this handbook to help you think about who you might want to be on your team.
WHAT CAN I DO TO MAKE THE MOST OF MY TIME HERE?

Thoughts from Building Bridges
Ask to be involved in all of the decisions that affect you. Be clear about what you think you need and what will work best for you.

Also, when people feel like they have control or “ownership” of their treatment, they do better. Some programs have youth advisory boards or opportunities for youth who have been in the program longer to help those who are just starting the program. If you are interested, get involved; many people find this makes a big difference in how they feel about their experience.

Thoughts from New Beginnings
There are lots of opportunities to get involved in your treatment, the program, and the agency. Speaking up in the program about how things work and offering suggestions about how they could work better is a great first step. In our program, our Community Living Meeting (a weekly meeting with the manager and residents) is a great place to bring up your thoughts and concerns. Residents may also have the opportunity to participate in the agency’s Youth Advisory Committee (YAC) where clients and former clients have the chance to influence the whole agency. We often learn as much from you as you can learn from us!

HOW CAN MY EMOTIONAL AND PHYSICAL NEEDS BE MET SO I FEEL SAFE AND COMFORTABLE?

Thoughts from Building Bridges
Try to figure out what situations make you feel positive and happy as well as what makes you feel uncomfortable or more likely to violate rules. If things like being touched or being spoken to in a certain way upset you—or if there are things that soothe or calm you, like listening to music or talking to a particular person—tell a favorite staff person so he or she can help you get what you need.

Thoughts from New Beginnings
The best way to get your needs met is to speak up! We’ve included a worksheet (pages 22–24) in this booklet that can help you to help us understand what you need— it would be great if you would complete that form (we’d be glad to help you with it, if you want) and share it with your therapist and/or care team.


Thoughts from Building Bridges
Programs often list youth rights and responsibilities on signs and in handbooks. These should be explained to you clearly. If you don’t understand something, ask for an explanation. You should not be expected to follow rules you don’t know or do not understand. You can also ask what the rules are for the staff.

Anytime groups of people live together, some rules are needed so that everyone can be safe and feel comfortable. Youth in the program should have a voice in developing the rules and deciding how to support each other to follow the rules. The most effective rules are those that are created by everyone in the group.

Thoughts from New Beginnings
Youth rights and responsibilities are part of this handbook and are posted in the program. What you can expect from staff is also part of this book. We have a weekly group called “Community Living” where we talk about what is going on in the program and what kinds of things might make the community a better place to be. We talk a lot about expectations in that meeting. An example of youth voice in our program is this handbook that you’re holding. Residents during the Spring and Summer of 2012 were an integral part of the design of the handbook from the beginning to the final edits. As we make revisions to the handbook in the future, we might be asking YOU for your thoughts and ideas!
**HOW DOES THIS PROGRAM DISCIPLINE YOUTH? HOW WILL THE STAFF HELP ME TO DO MY BEST?**

**dis-ci-pline/ˈdisəplin/**

Noun: The practice of training people to obey rules or a code of behavior, using punishment to correct disobedience.

Verb: Train (someone) to obey rules or a code of behavior, using punishment to correct disobedience.

Synonyms: *noun.* order - punishment  
*verb.* punish - school - castigate - train - correct - chastise

**Thoughts from Building Bridges**

Programs vary widely on discipline. Ask for help if you have trouble with particular rules and try to discuss ways to make the program work better for you. Sometimes rules don’t make sense or they exist because “that’s the way we’ve always done it.” Don’t be afraid to ask about the purpose of these rules.

Isolation, restraint and humiliating or degrading treatment should never be used for punishment. If you feel you have been subjected to inappropriate discipline, tell your family, guardian, or care coordinator and/or make an official report.

**Thoughts from New Beginnings**

At Kairos, we actually don’t believe in that kind of discipline or punishment. Since we believe that unhealthy behaviors are a result of skills that are missing or not as strong as they could be, it certainly doesn’t make sense that we would punish someone for missing or lagging skills. We do have expectations about behaviors that don’t always feel like they’re fair, but we are always willing to talk about them.

**WHAT KINDS OF CHOICES DO I HAVE? DOES THIS PROGRAM SUPPORT YOUTH IN MAKING THEIR OWN CHOICES?**

**Thoughts from Building Bridges**

Residential programs are at all different levels when it comes to providing youth with choices about their treatment, educational, and living arrangements. Some residential programs give youth the choice of whether they even want to be in the program. Some residential programs offer youth choices in the food that gets served, curfews, recreational activities, what housing unit to live in, the classes that they are able to take, and many other opportunities for youth to exercise their right to choose.

You should be able to ask someone at your program what choices you will have and how you can advocate for more opportunities to make choices. There may be reasons why a choice isn’t being offered to you. At a minimum, you should always receive a respectful, thorough answer when you aren’t allowed to choose something.

**Thoughts from New Beginnings**

We honor choices that are safe and respectful and that bring you closer to your goals. We sometimes have to limit choices based on laws, state regulations, agency policy, and the safety of each resident; however, we are always willing to discuss why certain things are or are not options. We believe that the more choices you make for yourself, the better. After all, it is your life.
HOW WILL I BE EDUCATED WHILE I’M IN THIS PROGRAM? WILL YOU ENSURE THAT MY CREDITS TRANSFER TO MY SCHOOL, SO THAT I DON’T FALL BEHIND IN MY EDUCATIONAL PROGRESS?

Thoughts from Building Bridges
Some residential programs use schools in the community. Others provide schooling themselves. Right up front, find out who is in charge of education and ask how you will get the classes that you need for graduation. If you are not able to attend your regular school, find out how credits and grades transfer to your regular school. Also, find out whether this program helps with college preparation and/or teaches skills like driver’s education and job training. Planning for a smooth transition home should begin as soon as you enter the program.

Thoughts from New Beginnings
Even though you are dealing with some really hard issues right now and school might be the last thing on your mind, we encourage you to do your best to stay caught up with your school work so that you don’t fall behind your classmates while you are here. We have an on-campus educational program with full time staff from Three Rivers School District and they are here to work with you on your educational goals and ensure that the credits you’ve earned will go with you when you discharge.

HOW CAN I MAINTAIN THE CONNECTIONS I MAKE WITH PARTICULAR STAFF?

Thoughts from Building Bridges
Many youth become close with particular program staff. It can be good to stay in touch and it is OK to ask about how to do this.

Thoughts from New Beginnings
Keeping in touch with specific staff would have to be part of your care plan, but you can always keep in touch with the program. We love to hear from former residents!

HOW WILL YOU MAKE SURE THAT I CAN STAY IN TOUCH WITH MY PARENTS, SIBLINGS, FRIENDS AND OTHER IMPORTANT PEOPLE IN MY LIFE? HOW WILL THEY FIT IN TO WHAT GOES ON HERE (E.G., POLICIES, SPENDING MEANINGFUL TIME WITH MY FAMILY, DECISION-MAKING)? WHAT IF THERE ARE PEOPLE I DON’T WANT TO SEE?

Thoughts from Building Bridges
Research shows that keeping people connected with family, friends and community is helpful to recovery (except in obvious situations like contact with people who are abusive or who are not helping you to accomplish your goals). Ask how this program can help you spend time with your family, even if you are far from home.

Programs should never limit contact with your family; you have the right to spend meaningful time together and to communicate frequently with your parents or guardians, siblings and other loved ones (unless a court has ordered otherwise). If you or the program want to place any restrictions on with whom you can communicate, or who you do/don’t want to see, this needs to be a part of your treatment plan and you should have a voice in the meeting where that topic is discussed.

Thoughts from New Beginnings
Though we prefer to not have visitors during the school day or during therapeutic activities, we actually don’t have any set visiting hours – visits can occur any time during the day or evening. We’ve had family members attend school and groups … and even stay overnight with their youth. Because you are under the age of 18, who you are allowed to have contact with is up to your legal guardian. However, you do have the right to refuse any visitor or any phone call that you do not want to have.
WHAT THERAPIES AND MEDICATIONS WILL I RECEIVE AND WHAT ARE THEY FOR? WHAT CHOICES DO I HAVE ABOUT MY THERAPIES AND MEDICATIONS?

Thoughts from Building Bridges

Programs use many different therapies and medications, but they sometimes don’t explain why they do so. Some treatment approaches (or therapies) are more effective for certain needs. Ask how this program will work with you and your family to achieve the best outcomes based on your unique strengths and needs.

You should receive care that fits your individual needs. If something makes you uncomfortable or doesn’t seem right for you, ask about it and have staff explain.

If you are receiving medications, make sure you are provided with information about the medications, what they are used for, and if there are side effects to watch for. It is important that you let staff know if the medication is helpful or not. If medication is not working, ask to see the doctor who prescribed the medication and explain the situation to the doctor. In some places, you may have the right to refuse medication.

Thoughts from New Beginnings

Lots of times we’ve seen people try to hide what they’re feeling or experiencing, thinking that if they seem fine, they’ll get to go home sooner. That rarely works, but if it does, that person usually ends up as sad or angry as they were when they came into the program. We hope that you’ll find the courage to face whatever is burdening you so that you can find the hope and healing that we all deserve. Both therapy and medication will likely be important parts of your treatment at New Beginnings. At New Beginnings, you will meet with your psychiatric provider soon after you are admitted and at least once a month. Medications will be discussed with you and your family or legal guardian before they are prescribed. All medications have risks and benefits and it’s important that the benefits of any medication outweigh the risks! We’ve included lots of information about medications and your rights about medications in this handbook. We say be informed and speak up! This is YOUR life!

HOW WILL THIS PROGRAM RESPECT MY CULTURE, MY BELIEFS, MY SEXUAL ORIENTATION AND MY GENDER IDENTITY?

Thoughts from Building Bridges

Everyone has a culture. Your culture includes many aspects such as your language, your ethnicity, your values, your beliefs, the food you eat, the customs that are important to you, and the unique way you and your family live your lives. The most ‘culturally and linguistically competent’ programs have a diverse staff that has been trained to show respect for you and for your culture. All programs should provide services to you in your own language. You should be supported to practice your religion through access to services, honoring dietary rules, etc.

Any youth who is lesbian, gay, bisexual, transgender, questioning, intersex or two-spirit (LGBTQI2-S), has the right to be safe and treated with dignity and respect. Ask whether staff has had diversity training that includes sexual orientation and gender identity. Ask how this program handles bullying and whether they have provided services to other youth who are LGBTQI2-S.

Thoughts from New Beginnings

What’s important to you is important to us and we come from a place of respect for youth, families, staff, and communities. Speak up if you feel that something or someone is being disrespectful to you or what you feel is important. Bullying is taken seriously and should always be reported to staff, your therapist, or the manager of the program. We strive to make New Beginnings a safe place for all residents and staff.
WHAT DO I DO IF I FEEL I AM BEING TREATED UNFAIRLY BY STAFF OR IF I HAVE OTHER PROBLEMS WITH THIS PROGRAM?

Thoughts from Building Bridges
First, make sure you deal with the problem in the calmest way possible. If you make your complaints in an aggressive or disrespectful manner, staff may not take your concerns seriously.

All programs should have a well-defined “grievance” process for making complaints. This process should not involve having to complain to the person with whom you have the problem! Some programs have a “youth advocate” or “ombudsman” for this reason.

If something is bothering you, go through these channels first; then if you do not get satisfactory answers, try to talk to the director of this program. If you can, tell your family or care coordinator. Try to be as specific and detailed as possible and express your concerns clearly and calmly. You have the right to have your complaints heard and addressed.

If you feel that you or someone else is being abused or if there is a serious health or safety risk, call your state’s child abuse hotline or call the police. If you are in the custody of child welfare or social services also let your child welfare social worker know about your concerns.

Thoughts from New Beginnings
We have a complaint process to help you voice your concerns; it’s included in this handbook and posted in the program. There is a form called a grievance form and it’s available to you at all times. Staff, your therapist, and the manager will be available to talk with you about your thoughts and concerns.

*There will be a copy of this form in the back of your handbook

DOES THIS PROGRAM USE SECLUSION (ISOLATION) OR RESTRAINT? IF SO, WHAT IS DONE TO PREVENT THEIR USE?

Thoughts from Building Bridges
The best programs avoid using seclusion and restraint. Many programs are working to reduce restraint through training for staff and with suggestions from youth and families. Restraint or seclusion should never be used as punishment

If there are certain events, people or situations which have made you lose control in the past, inform your family, care coordinator and staff about these “triggers” so that they can be avoided whenever possible. If you have learned ways to defuse situations or ways you can be comforted, share those ideas with staff and with your team.

If restraint is ever used, there should be a “debriefing” where you can talk about what happened and how staff and/or you can do things differently to prevent future incidents. If you feel that seclusion and restraint are used too often or inappropriately, tell your family, guardian, or care coordinator and talk to staff, if possible.

Thoughts from New Beginnings
As for seclusion and restraint … that only ever happens if someone is truly a danger to themselves or someone else. The more we can work together to figure out what kinds of things upset you and what kinds of things help you, the less likely it is that things will get to that point. If it does, we’ll spend time with you trying to figure out what happened and what we all need to do so it doesn’t happen again.
WHAT IF I FIND A PARTICULAR THERAPY TO BE TOO PAINFUL OR UNHELPFUL? WHOM SHOULD I APPROACH WITH MY CONCERNS?

Thoughts from Building Bridges
People who have had past traumatic experiences may become overwhelmed if they do not feel safe and in control. Help program staff understand how to make you feel safe. Tell them when you are not feeling ready to talk. You do not have to accept any label or view of yourself that does not feel right to you. If something isn’t working for you, talk to your parent or guardian and also to your care coordinator or a member of your team.

Of course, everyone sometimes has to deal with difficult issues and emotions to move forward in life. Some therapies take you out of your “comfort zone,” and it is important that you feel safe and can trust the people around you. It is not appropriate for treatment to push you into intensely distressing disclosures or overwhelming experiences of shame or dread. Therapy can be hard—it should not be unbearable.

Thoughts from New Beginnings
The therapy we provide focuses on helping residents learn the skills to cope with your thoughts, feelings, and memories. It would be great if you could talk directly to your therapist about how you’re feeling, but if you don’t feel like you can do that, other staff are always available. Talk to any adult you trust to help you express how you’re feeling. If you feel like you’re being pushed too hard, let staff know and we will help you advocate for what you need.

HOW WILL THIS PROGRAM HELP PREPARE ME TO GO BACK TO MY SCHOOL, TO COLLEGE, TO WORK, OR TO LIVE ON MY OWN AND HANDLE FINANCES?

Thoughts from Building Bridges
Throughout the entire time you spend in a residential program, the program should be supporting you and your family in preparing for a successful transition home or to living independently in the community. Many residential programs are working to keep youth in their own schools, or at least in a community school similar to their own school. Inquire if this is possible for you. From the moment you are admitted, this program should be supporting you and your family to transition to the school that you will attend when you are no longer in the residential program, or to a college, trade school, or job training program.

Throughout your time in a residential program, you should have the opportunity to learn and use practical skills (e.g., manage your own money; looking for a job and work skills; doing your own laundry; managing your time; taking public transportation; pursuing individual interests and developing your talents in community locations).

Youth in residential programs should be encouraged and supported to participate in activities that are ‘normal’ for their developmental age and similar to what their peers are doing who live fulltime in the community. Many states have services or information for youth leaving a residential program (sometimes called independent living services or transition services) to help you to learn the skills you need to live successfully on your own when you leave the residential program. Ask for details about these services and their availability.

Thoughts from New Beginnings
We try to teach like skills as an integrated part of our treatment. Youth are helped to develop daily living skills by working together to maintain the program and can have “normal” community activities based on their care plan. During the summer, we have a great work skills program where residents get paid to do service projects on campus and in the community. If the work crew program is not available for the summer, it is filled with a Summer enrichment program that teaches life skills and some vocational exploration.
IF I THINK MY PROGRAM IS NOT RIGHT FOR ME, WHOM CAN I TALK TO AND HOW CAN I ADVOCATE FOR MYSELF? WHO IS HERE TO HELP ME IF I HAVE A PROBLEM?

Thoughts from Building Bridges
If you feel that you are in a situation that is not helping you, talk to your family, child welfare social worker, or care coordinator and explain the reasons why you feel this way. Talk to more than one person, so you can be sure that your needs are heard and understood.

Try to discuss these issues when you are not upset or in a crisis. Ask the program staff or someone on your team to consider what your needs are, how you came to be in this program, what you need help with and how you could get those needs met in a different setting. The important thing is to talk to people and find a program that works for you.

Thoughts from New Beginnings
If you believe this is not the right place for you, please speak up.

For more information you can contact:
- National Disability Rights Network www.ndrn.org
- Youth M.O.V.E. www.youthmove.us
- Foster Club www.fosterclub.com
- Community Alliance for the Ethical Treatment of Youth www.cafety.org

Visit the Building Bridges Initiative Website at www.BuildingBridges4Youth.org where you will find other resources including, a one-page version of the Youth Tip Sheet
What is a Social Support System?
Most of us would agree that it is invaluable to have people in our lives who genuinely care about us and who are there through the good times and the bad. These are the folks who make up our social support system. When we speak of a social support system we mean a network of people – friends, family, and peers – that we can turn to for emotional and practical support. At school, fellow students and supportive staff and faculty may provide assistance as well, and as we move into our professional careers, our colleagues may also be sources of support (which is fortunate given how much time we spend with them!). A social support network is different from a support group in which people facing common issues share their concerns on a regular basis (and which may be peer or professionally led or free-form), though both can be very important in times of stress.

Benefits of a Social Support System
Decades of research have shown that there are tremendous benefits in having a network of supportive relationships. Indeed it is well established that those with robust social support networks have better health, longer lives, and report higher well-being. Friends and loved ones can make you more resilient in times of stress, setback, or loss and they can also make the good times immeasurably better. In addition to buffering stress, some friends can even help you identify when you are stressed or distressed — in some cases they may notice it before you do.

Beyond sharing the good times, there are many practical benefits to having supportive relationships, such as knowing people who can provide you with information, advice, guidance, and also tangible support, such as assistance in times of uncertainty. This feature of social support can be comforting and enhance your feelings of security. Supportive relationships can also bolster you emotionally when you’re feeling down or overwhelmed. Friends and loved ones will listen to your fears, hopes, and dreams, and make you feel seen and understood. They can help you think through alternatives and solve problems, and they can distract from your worries when that is what’s really needed. In doing all this they provide encouragement and lower your stress and feelings of loneliness.

Sustaining Your Current Relationships
Successful relationships require give-and-take. A good rule of thumb is to treat your friends as you want to be treated. In other words, be the friend you want to have. Many factors contribute to healthy, happy relationships. Here are some tips.

- **Show your appreciation.** Cherish your relationships. Tell your friends and family how important they are to you and thank them for all they give you.
- **Stay in touch.** Return phone calls, texts, and emails in a timely manner (when possible) and reciprocate invitations. Doing these things is not only polite but it lets people know they are important to you.
- **Be available when you’re needed.** True friends come through when times are tough. Be a good listener and allow your friend to confide freely and without being judged. Let them know you are in their corner. Ask what you can do to help.
- **Accept their help.** Some people find it hard to accept support, preferring to be the one always offering it instead. Some may fear becoming dependent or want to maintain their self-image as the “strong” and “together” one. But friends and family often want to feel they have done something for you. Let them! Accepting help can help you. It also keeps the relationship balanced (as it should be) and lets your friends and loved ones know that they have something to offer that you value.
• **Support successes.** When you genuinely care about someone you will be excited when they succeed. If you find yourself feeling a little jealous too, you can acknowledge that to yourself, but don’t let it poison your friendship.

• **Keep the lines of communication open.** Open, honest communication is the lifeblood of healthy, happy relationships. If a friend does or says something that hurts your feelings, try to deal with it directly. Start by assuming that it is a misunderstanding or that the misstep was unintentional, but ask them about it. (Don’t stuff bruised feelings.) Your friend will likely appreciate the opportunity to remedy the situation. Whatever the case, accept apologies gracefully (as you would hope others would accept yours).

• **Respect needs and limits.** Each person has their own setting for how much social interaction they need and want. Know your own and respect that of others, even if it differs from yours. Sometimes finding this balance can be a hard with a new friend and may require adjustments. However, if a friend starts to pull away or initiate less communication, it may be that you have overstepped. Don’t assume though. Ask them, address the issue, and apologize (if appropriate). Remember, friendships are two-way streets.

• **Know when a relationship isn’t working for you.** If you find that you are drained whenever you see a particular friend, or that he or she is inconsiderate of your time or feelings, or is unreliable, highly critical of you, or generally negative, they may not be the friend for you. Similarly, if they engage in unhealthy behaviors, such as alcohol or substance abuse, particularly if you have had trouble with such issues, they also may not be a good choice for your social support network. Remember, those in your support system should help you reduce stress, not increase it. They should support your goals and efforts to achieve them, not belittle or undermine them.

**Some Ideas for Building Your Social Support System**

• **Volunteer.** Identify a cause that is important to you and get involved. Give some of your time to help a community organization, a local church, synagogue or mosque, or the local chapter of a national organization. Volunteering can give you the gratification of taking action to further your values and will bring you into contact with others who share your interests and ideals.

• **Take up a sport or join a gym.** Regular exercise is good for your physical and psychological health and it may also provide the opportunity to build new friendships.

• **Start a book club** and invite some people to join who you don’t already know well. Discussing interesting ideas and sharing thoughts and observations is a wonderful way to make new friends.

• **Meet your neighbors.** Make an effort to get to know some of the acquaintances you see on a regular basis. Chances are some of them are gems.

• **Join professional organizations.** Taking this step is good not only for your future career but it will also extend your social network to encompass others in your field. Sometimes friends in the same profession can understand the stresses you face better than anyone.

• **Use online resources.** Social networking sites can help you stay connected with friends and family. Sending emails and electronic greetings for holidays and birthdays, posting pictures, and forwarding interesting articles are all ways to stay in touch that can sustain relationships over time and distance, even when in-person time is limited. There are also many sites that can provide specialized support if you are going through stressful times or changing circumstances, such as becoming a new parent, facing a life-threatening illness in a loved one, coping with loss, or some other challenge. Be careful, though, to stick with reputable sites and use common sense about making arrangements to meet people in person that you have only known online.

**Why It Is Important to Cultivate Your Social Support System Now**

We turn to our social supports in times of need, and so they have to be in place before we need them. Now is the time to nurture the relationships you already have and to start making more friends. Don’t wait! You will enjoy the benefits now and in the future.
Focusing on Your Feelings

Sometimes the toughest thing about feelings is sharing them with others. Sharing your feelings helps you when your feelings are good and when they aren't so good. Sharing also helps you to get closer to people you care about and who care about you.

You can't tell your friends what's inside your backpack if you don't know what's in there yourself. Feelings (which lots of people also call "emotions") are the same way. Before you can share them with anyone, you have to figure out what feelings you have.

Making a list of your feelings can help. You can do this in your head or by writing it out on a piece of paper or even by drawing pictures. Is something bothering you? Does it make you sad or angry? Do you feel this emotion only once in a while or do you feel it a lot of the time?

When you're trying to figure out your feelings, it might help to remember something that happened and think about how it made you feel. Then you can say, "I feel sad when my friend doesn't play with me" or "I feel angry when my brother always wins at baseball."

This can help you figure out your own feelings. It also gives the person you're talking with more information about what's bothering you.

Why Talk About Your Feelings?
The way a person feels inside is important. It can be really hard not to tell anyone that you're feeling sad, worried, or upset. Then, it's just you and these bad feelings. If you keep feelings locked inside, it can even make you feel sick!

But if you talk with someone who cares for you will almost always start to feel better. Now you're not all alone with your problems or worries. It doesn't mean your problems and worries magically disappear, but at least someone else knows what's bothering you and can help you find solutions.

Your mom and dad want to know if you have problems because they love you and they want to know what's happening in your life. But what if a kid doesn't want to talk with mom or dad? Then find another trusted adult, like a relative or a counselor at school. Maybe this person can help you talk with your mom and dad about your problem.

How to Talk About Your Feelings
Once you know who you can talk with, you'll want to pick a time and place to talk. Does it need to be private, or can you talk with your brother and sister in the room? If you think you'll have trouble saying what's on your mind, write it down on a piece of paper. If the person doesn't understand what you mean right away, try explaining it a different way or give an example of what's concerning you. Is there something you think could be done to make things better? If so, say it.

Some kids — just like some adults — are more private than others. That means some people will feel more shy about sharing their feelings. A kid doesn't have to share every feeling he or she has, but it is important to share feelings when a kid needs help. You don't have to solve every problem on your own. Sometimes you need help. And if you do, talking about your feelings can be the first step toward getting it.

www.kidshealth.org
What needs do you have that are being met right now?

__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________

Which needs do you need support with and how will you find that support?
Coping Skills

Coping Skills are things we use to help us deal with difficult life events, changes, challenges, strong emotions ... basically they help us deal with stress. Coping skills can be healthy or unhealthy.

Can you find all the healthy coping skills in this puzzle?

P T R K T V S R V X P S C R E V A Y P Y V A U Y H
W B A A L N O N T K I K I L F P F C D M P K O O C
V U H Y K G I S X J I C U B A S K E T B A L L G Y
D E C O R A T E M B R N D R O W S S O R C D F R T
W W N P M S A C V E T G G M L E C K L A W F T A Z
D A N C E K M S X E D O J I E D G C E L R Q R T Z
K Y T I X V R E B T I M W F W I A K N I T L I F
U D U S V Q I R S O K W T S L S W D L H U F S T G
Q S W M S B F J H O P C B A U N G L K L K Y E U G
F P G C R R F P S P E U P M T B R A N S O C I D A
N E S B Q E A Y F J B Q P O R E Y N M A C C V E R
D U R F Z A S E W B S T R E T C H R S E T I O R D
S Y V H T T N W L C Y K B F U O W U I C S U M C E
D O Z X J H F E H X C G P S U D Q O W L Y Z R O N
S Q L M J E S S M R Y K G C W R J N P F I V E C
Y V W I G S C Q G E C I C E S Y E B W X N A R G E
T P E B T O Q F X J C P P W C K T D T H P G E G E
W W M Z M A X W U F K T J T C V U A U C I H A U T
A L T E I U I L Y Y R T E O P B P F B N R U D D W
Z R D N R N V R H K Y H M F E I M L H U F Y N F L
Z Y Z X J I A X E L C V B D Q N O X X R A F W I D
P S E O R R Z G K O R I R Z V N C L Z G B K R Z A
T X N S D N E I R F Z A P N N T X Z O O T E X X R
P A J C F S X C U O W G N Y N X E J K D I P O S S

AFFIRMATIONS  ART  BASKETBALL  BIKE  BREATHE
BUBBLES  COLLAGE  COMEDY  COMICS  COMPUTER
COOK  CROSSWORD  CRY  DANCE  DECORATE
DRAW  FRIENDS  GAMES  GARDEN  GRATITUDE
JOURNAL  KNIT  MEDITATE  MOVIES  JOG
MUSIC  NATURE  ORGANIZE  PETS  PHOTOGRAPHY
POETRY  PRAY  READ  RUN  STRETCH
SWIM  TALK  VOLUNTEER  WALK  YOGA
IT IS YOUR RIGHT

WHEN IT COMES TO PSYCHOTROPIC MEDICATIONS, IT IS YOUR RIGHT TO:

KNOW YOUR RIGHTS.

HAVE ALL INFORMATION ABOUT YOUR PERSONAL HEALTH KePT PRIVATE AND CONFIDENTIAL.

UNDERSTAND YOUR TREATMENT OPTIONS. Talk to your health practitioner about the different types of treatment that may help you, as well as any possible risks, problems or side effects. Make sure your health practitioner explains things clearly so that you understand.

ASK FOR A SECOND OPINION. You should not be made to feel uncomfortable when asking for another opinion. If you are not happy with the information your health practitioner gives you, talk to the people who care for you about seeking a second opinion.

ACCEPT OR REFUSE TREATMENT. Before you say yes or no to medications or another type of treatment, you should learn as much as you can about it, so that you make the best decision for yourself. It is your decision to take it or leave it, if you are capable. Make sure you understand what may happen if you decide to take the medications or not.

PSYCHOTROPIC MEDICATIONS ARE:

- Serious medications that affect a person’s mind, emotions and behaviours. Like many medications, these can be powerful.
- Prescribed to help you feel better and to be able to do the things you enjoy.
- Some examples: Anti-anxiety and sleep medications, Antidepressants, Mood stabilizes, Stimulants, Antipsychotics

Although this brochure is focused on psychotropic medications, these rights apply to all medications and treatments.

CHANGE YOUR MIND ABOUT TREATMENT. It is your right to stop treatment if you want to, as long as you are capable and you can understand the information that your health practitioner has given you, including the possible risks of not taking the medications. This is a BIG decision. Talk to the adults in your life about what makes most sense for you. It is important to ask your doctor or health practitioner about how to stop medications, how to avoid serious side effects, and other treatment options.

IF YOU HAVE QUESTIONS ABOUT YOUR RIGHTS, ABOUT WHERE TO FIND INFORMATION, AND ABOUT WHO YOU CAN TALK WITH TO BETTER UNDERSTAND YOUR LEGAL RIGHTS RELATED TO PSYCHOTROPIC MEDICATIONS, THIS BROCHURE MAY HELP. IT’S IMPORTANT THAT THE ADULTS IN YOUR LIFE ALSO KNOW AND UNDERSTAND YOUR RIGHTS. ASK QUESTIONS. YOU ARE IN CHARGE OF YOUR BODY AND YOUR HEALTH. IT’S YOUR RIGHT TO MAKE INFORMED DECISIONS ABOUT MEDICATIONS.
Who CAN HELP ME STAND UP FOR MY RIGHTS?

Talk to your Children's Aid Society (CAS) worker, your Probation Officer or staff from your residential program about your rights. As well, the following organizations could help to explain and stand up for your rights:

- Psychiatric Patient Advocate Office: www.ppo.gov.on.ca, 1-800-676-2343
- Consent and Capacity Board of Ontario: www.ccboard.on.ca, 1-866-777-7391
- The Ontario Ombudsman: www.ombudson.on.ca, 1-800-263-1830
- Legal Aid Ontario: www.legalaid.on.ca, 1-000-603-8250
- Justice for Children and Youth: www.jfcy.org, 1-866-999-JFCY (5329)
- The Office of the Provincial Advocate for Children and Youth: www.provincialadvocate.on.ca, 1-800-283-2841

When WOULD SOMEONE ELSE NEED TO MAKE A TREATMENT DECISION FOR ME?

Sometimes, a health practitioner may administer psychotropic medications without getting your consent. This may happen when:

1. It is an emergency, for example, when you are at risk of serious personal harm if you don't get treatment.
2. If you are in a psychiatric care facility and you need to be restrained for your own safety and the safety of others.

In some cases, your health practitioner may decide that you are incapable of making an informed treatment decision. This may happen if you are not able to understand the information that the health care practitioner has given you, or if your health care practitioner does not think that you fully understand what might happen if you take the treatment or decide not to take the treatment. This can be temporary, and can apply to certain treatments and not others.

When you are not able to make your own decision about a certain treatment or medication, your health practitioner will ask someone else to make decisions for you. This person is called a substitute decision maker, and will likely be your parent or, if you are involved with the children's aid society, your child welfare worker. This person will have the legal right to make treatment decisions for you that are in your best interests, but only when you can't.

If you are 16 or older, you may do this by signing a document called a Power of Attorney for Personal Care. If you are 16 or older, you also have the right to apply to the Consent and Capacity Board of Ontario for a hearing to appoint a representative of your choice if it is your doctor's opinion that you are not capable of making your own decisions regarding treatment.

Now what HOW DO I USE MY RIGHTS?

Talk to Your Health Practitioner. Your doctor/nurse or other health practitioner should all know about your treatment options and your rights.

Ask Questions. Write them down ahead of time so that you are prepared at your appointment.

Take Someone with You. It may be helpful to have someone you trust with you when you go to your health practitioner to help you ask questions.

Speak Up. If you have questions or concerns.

It's Your Right.
HAVE A PROBLEM OR A COMPLAINT?

If you as a client or parent have a concern about a program policy or decision, or about something that has happened or not happened, we want you to let us know. We’ll try to work things out. Listed here for your information are the steps available to you to express your concerns or complaints.

1. Talk to your Individual & Family Therapist or a member of your care team. Most things can be worked out at this level.
2. Request to talk to the Program Manager, Clinical Director, or the Chief Operating Officer. That person will arrange a meeting with you as soon as possible. You can choose to have other people attend also.
3. Involve your Individual and Family Team (if you have one) and your county mental health program’s Care Coordinator.
4. Request to talk with our Chief Executive Officer. He will look into the matter and try to resolve it.
5. Put your complaint in writing to the Chief Executive Officer. He will investigate, consult with other program staff, contact you directly, and respond to you in writing within five (5) days after receiving your complaint.
6. If you feel that your rights may be violated during the five (5) days in which you are awaiting a response from the Chief Executive Officer, you may request an expedited review. The Chief Executive Officer will review and respond in writing to your grievance within 48 hours, and will include information on how to appeal his or her decision.
7. Appeal the Chief Executive Officer’s decision. You may appeal the Chief Executive Officer’s decision within ten (10) days of receiving his or her decision. You may appeal in writing to our Board of Directors. The Board will assign one or more people to investigate and respond to you in writing within ten (10) days of filing your appeal.
8. Appeal to other agencies. If you are involved with DHS, OYA or a county mental health program, for example, you may state your complaint to them.
9. If you are still unhappy with the decision of the appeal, you may request an outside review of the problem by the Assistant Director of the State Office of Mental Health & Addiction Services in writing within ten (10) days of notification of the status of your appeal by the Board of Directors. The decision of the Assistant Director will be final. The Assistant Director may be contacted by calling 503-945-5763; Department of Human Services, Addictions and Mental Health Division, 500 Summer Street NE, E-86; Salem, Oregon 97301-1118.
10. Contact Disability Rights Oregon, a nonprofit legal organization that supports client and family rights. The phone number is 1-800-452-1694.

If you have questions about any of these steps, please let us know, and we’ll try to help you. Kairos is committed to working with youth and parents as partners in the treatment process. It is important to us that you feel listened to and treated fairly. This Grievance Procedure is in place to make sure you are able to contact people who will respond to your concerns seriously. Hopefully, you won’t ever have to use it!
Resident Name: __________________________________________________ Date: ___________________

Address: _____________________________________________________________________________________

City: ____________________________  Zip Code: ____________  Phone: ______________________________

Acting as Advocate: ________________________________________________________________

Please describe your grievance or complaint:

Please list your ideas to solve the grievance or complaint:

Please return this form to a staff person or mail it to New Beginnings, 1750 B Nebraska Ave, Grants Pass, OR 97527. If you have questions, or would like to file a complaint or grievance verbally, please call New Beginning’s Program Manager at 541-476-3302.

Staff assigned: ________________________________________________________________

30-day Extension Date: ______________ Notification Date: __________________________

Proposed action for resolution:

Action implemented:    Grievance resolved □ Yes

Staff Signature   Date
Autobiography In Five Short Chapters

Chapter I
I walk down the street.
There is a deep hole in the sidewalk.
I fall in.
I am lost... I am hopeless.
It isn't my fault.
It takes forever to find a way out.

Chapter II
I walk down the same street.
There is a deep hole in the sidewalk.
I pretend I don't see it.
I fall in again.
I can't believe I am in this same place.
But it isn't my fault.
It still takes a long time to get out.

Chapter III
I walk down the same street.
There is a deep hole in the sidewalk.
I see it there.
I still fall in... it's a habit... but, my eyes are open.
I know where I am.
It is my fault.
I get out immediately.

Chapter IV
I walk down the same street.
There is a deep hole in the sidewalk.
I walk around it.

Chapter V
I walk down another street.

-Portia Nelson