

## RECOVERY REINTEGRATION PROGRAMME (RRP) PROGRAMME RULES & GUIDELINES

### 1. ADMISSION REQUIREMENTS

- 1.1 Clients **MUST have a clean test** on admission otherwise be prepared to complete up to a seven-day detox and containment period (substance dependent);
- 1.2 In the case of alcohol and benzodiazepines this detox/containment period might be longer.
  - 1.2.1 This detox will be decided by the treating doctor.
  - 1.2.2 During detox clients are NOT allowed to leave the clinic unsupervised or drive their own vehicles.
- 1.3 Clients may join the RRP if they have successfully completed inpatient treatment at TFC or another treatment facility;
  - 1.3.1 The programme is **NOT a replacement for inpatient treatment**.
  - 1.3.2 This will be decided on a case-to-case basis by team members completing assessment.

### 2. ORIENTATION, WEEKLY SCHEDULES & GROUP ATTENDANCE

- 2.1 Clients will be **orientated on DAY 1** of their programme if they are going straight into RRP;
  - 2.1.1 This includes understanding the guidelines, leave requirements, scheduling, etc.
  - 2.1.2 They must then hand in a schedule within 24 hours of admission.
- 2.2 Clients completing a detox/containment period must hand in their first schedule BEFORE they are able to start work, study, etc.;
- 2.3 Weekly schedule to be completed and handed in on a Sunday evening to Sieraaj or the nurse on duty;
  - 2.3.1 Schedules will be “approved” in Monday’s case management;
  - 2.3.2 Any changes will be communicated to the client and a new/revised schedule given to management.
  - 2.3.3 This schedule needs to be completed prior to leaving the property.
- 2.4 **Weekly house meetings on Monday & Friday @ 9:00am are compulsory** for the allocation of duties, laundry, etc.
- 2.5 **Recovery Wellness Programme (RWP) attendance from Monday to Friday is compulsory;**
  - 2.5.1 This is an essential part of the programme and takes place as follows:
    - Monday to Thursday | 4:00pm – 6:00pm
    - Friday | 3:00pm – 5:00pm
  - 2.5.2 The client must attend the group for the FULL 2-hour class unless excused by the facilitator or for medical reasons.
  - 2.5.3 If client cannot attend RWP daily they need to make up for these by attending evening meetings (on-site or off-site) i.e. **you need to attend five support group/12 step meetings/week**
- 2.6 Clients **NOT working or studying** need to attend **one additional class/day** from the inpatient programme that they feel is supportive of their ongoing recovery plan;
  - 2.6.1 This needs to be written into client’s schedule.

2.6.2 Fitness Coaching, Creative Activity & Logo-Jitsu are not considered as one of these classes but may be attended if client so chooses as additional groups.

2.7 **Last minute changes to schedules will not be allowed unless VERY special/emergency circumstances;**

2.8 Schedules MUST be copied and given to nursing after case management on a Monday;

2.8.1 It is the client's responsibility to ensure that their schedules are finalised/modified if required, and given to a member of the team;

2.8.2 When signing out at nursing, client's schedule needs to be checked before they are given permission to leave the property;

2.8.3 If the event is NOT on the schedule – permission to leave the property will NOT be given.

### 3 WEEKEND AND OVERNIGHT PASSES

3.1 Clients need to be in the clinic from Sunday night to Friday morning;

3.1.1 **NO midweek overnight passes** will be issued unless VERY special/emergency circumstances;

3.1.2 The treatment team **can decline leave requests** if they feel that they aren't suitable;

3.2 Contact person on the leave request/schedule will be contacted prior to the leave to confirm plans;

3.3 **Overnight weekend passes can only be granted after at least 14 days or at the team's discretion;**

3.3.1 If weekend passes are granted, client needs to return to the clinic on a Sunday evening by 6:00pm in time for Sunday dinner;

3.3.2 Weekend passes need to be included in the schedule at the beginning of the week;

3.4 The days that the client is NOT in residence will still be counted as programme treatment days;

### 4 COACHING & INDIVIDUAL SUPPORT

4.1 Weekly coaching session to discuss recovery plans are compulsory;

4.1.1 Set time for recovery coaching session so that it is recorded in the schedule.

4.1.2 If you require additional coaching sessions, please discuss this with your coach.

4.1.3 These sessions will need to be paid for privately.

4.2 Social work sessions are available during first 21 -24 days of programme if there are available funds on medical aid;

4.2.1 If funds are not available, these sessions will need to be settled privately with the therapist.

4.3 Private therapy, counselling or social work sessions are highly recommended, but not compulsory;

4.3.1 These sessions will need to be settled privately with the therapist.

4.4 In certain situations, a SACAP student may be assigned to assist the client on an individual, pro bono basis when a suitable match is available;

4.5 Clients may be asked to check in with the programme manager, Leigh-Anne or Halfway House Manager, Sieraaj weekly at a pre-arranged time to ensure that they are adhering to the requirements of the programme.

## 5 ADDITIONAL RULES & GUIDELINES

- 1.1. The clients are **bound by ALL the rules of the Foundation Clinic** and any infringements will be treated accordingly:
  - 1.1.1. First offense = 3-day suspension
  - 1.1.2. Second offense = 7-day suspension
  - 1.1.3. Third offense = Discharge
- 1.2. Days that the client is under 7-day suspension will not be counted as treatment days;
  - 1.2.1. The client's room will be packed up and vacated during a seven-day suspension;
  - 1.2.2. Personal items may be kept in the nurse's station, but the clinic cannot be held responsible for loss or damage.
  - 1.2.3. It is recommended that the client take their belongings with them during the suspension period.
- 1.3. It is not the clinic's responsibility to make accommodation arrangements for suspended clients;
- 1.4. Family members will be contacted to inform them of rule infringement or non-compliance;
- 1.5. Clients are bound by the contract that they enter for secondary treatment at the Foundation Clinic and are considered as inpatients of the clinic;
- 1.6. ALL rules pertaining to the running of the programmes are applicable to the Recovery Reintegration Programme.**
- 1.7. Management's decision with regards to suspensions and discharges is final and done in consultation with the therapeutic team;
- 1.8. Clients may have 24-hour access to their phones and other devices, but these are the **FULL responsibility of the client & the Foundation Clinic WILL NOT be held responsible for loss or damage** ;
  - 1.8.1. It is recommended that clients always keep their belongings securely locked in their allocated cupboard with a bicycle lock/padlock.
  - 1.8.2. Devices can be handed into nursing for storage/safe keeping and signed in and out when needed during working hours.
  - 1.8.3. Clients may not lend their devices to inpatients and if found doing so will lose their device- and tech privileges for 72 hours.**

## 6. MEDICAL AID ADMISSIONS

- 6.1. The R2,950 patient management fee still applies to RRP admissions when a medical aid admission is required;
  - 6.1.1. This will only be waived in the case where the Foundation Clinic has a designated service provider agreement with the client's medical aid scheme.
- 6.2. **If using medical aid, after the first 21 – 24 days of treatment, no refunds or medical aid days will be available;**
- 6.3. The programme is a monthly commitment and clients who discharge/RHT after 21-24 days will NOT have additional medical aid days and no refunds will be given;

## 6 COST EXCLUSIONS

- 7.1. No chronic, psychiatric or maintenance meds are covered in the cost of the programme;
  - 7.1.1. If these medications need to be ordered, they will be charged to medical aid or settled privately;
- 7.2. Individual therapy, social work, psychiatric and additional coaching sessions are not covered and are for the client's medical aid (if available) or private account;
- 7.3. Additional doctor's consultations (following admission consultations) are not covered;
  - 7.3.1. These need to be drawn against medical aid benefits or settled privately;
- 7.4. External medical, psychiatric and therapy sessions are not covered by the cost of the programme and need to be covered separately;
- 7.5. Any additional outside medical costs are not covered, e.g. blood tests, specialist appointments, dental appointments;

**I have read and understand the rules and guidelines of the Recovery Reintegration Programme at the Foundation Clinic.**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Admission Completed by: \_\_\_\_\_