



General Information Document

Terms and Conditions

Introduction

Bethsaida is a Christian based addictions rehabilitation centre. We offer a wide range of professional services to our Clients.

These include:

- 24/7 care to all Clients
- Professional addictions counselling
- Our programme duration is 6, 8, 12 months (do not tell the client that it is short term rehab! They have to understand that in order to receive help, they must be booked in for a period not shorter than 6 months.)
- We follow a 12-step recovery program (The Road to Recovery)
- Cognitive Distortions
- Purpose Driven Life
- Battlefield of the mind
- Relapse prevention
- Group Sessions
- Weekly Bible Study
- Morning Devotions (Groups)
- One-on-One Recovery Progress
- Duties and daily work schedules
- Progress feedback to the sponsor

Fees

Registration Fee R1000.00

Monthly Fee R5500.00 (payable on or before the last day of each month for the next month)

Bethsaida Recovery Centre is open to any Client that meets the following criteria.

- We accept only male Clients
- We accept only Clients over the age of 18 years old. No juveniles can be accepted
- We do not accept clients with any mental illnesses as we do not have full time psychiatric staff on the premises (we are only a drug and alcohol recovery centre)

Office Hours: Monday to Friday (08:00 to 16:30)

Saturday (09:00 to 11:00)

NB: No admissions will be done outside of the office hours! No personal item drop-off outside of the office hours!

Detox | Medication

- Alcohol addiction clients must go through a 72 hour detox at their closest detox centre and 5 day detox for heroin addicts before admission to BRC and proof of this must be submitted to BRC. All clients **must** submit a letter from their doctor or hospital that deems them fit to attend an in-house rehabilitation centre. NO admission will be allowed without this letter!!
- We allow our clients a 2-3-day grace period before resuming the programme. (subject to management discretion)
- We will only accept clients who are addicted to methadone or related medication if they went to a detox facility first and have a letter from the doctor to certify that they are fit to resume rehabilitation. We do not allow any methadone or related medication onto the Centre grounds.
- We do not accept any clients who suffer from Psychosis as we have found that psychotic clients do not respond to the programme. No exception will be made.
- If any client is found mentally unstable and a threat to the other residents or to himself, his sponsor will be asked to remove him from the BRC premises.
- All medication is kept in the office and issued in a controlled environment.
- **Schedule Medication**: We cannot admit any patients on schedule medication as we do not have a full-time nurse on the premises to dispense the medication. It is against the law to dispense schedule medication without a qualified nurse.

Allowance | Spending Money | Tuck-shop Services

- Once a week the client will be allowed to place an order for personal items that will be purchased from town. They will only be allowed to place an order if they have the available funds in their tuck-shop account. Management will review the order list and will be reserved the

right to disallow any item(s) not conducive to their recovery. Only two items can be ordered per person per week.

The sponsor is allowed to drop-off clothes for the client during office hours as arranged with the BRC Office. All items will be searched first before given to the client. No food or any other personal items are allowed. This will be ordered through the tuck shop.

Tuck shop: On our premises we stock basic items that can be purchased. Cold drinks, chocolates, chips, toiletries and the like. Once a day tuck-shop will be announced and they will be able to purchase the items they require. If they are unable to budget their weekly allowance we will do it for them. The maximum amount of money allowed per week for tuck shop is R300.00

First day arrival/Town Trips/Breaks

- New arrival: Upon arrival at the centre all parties will meet at the parking area for a meet and greet. After which, the sponsor will be walked to the office to complete the necessary paperwork if not done yet. Upon arrival on centre grounds the client will immediately be escorted to his room. The house will be evacuated and a clothes and full body search will be conducted.

Any item(s) that is not allowed will be confiscated and placed in a secure location. The client will sign the Confiscated Goods Form which contains the description of the item(s) and date confiscated. It will be handed back to the client upon exit. Management has the right to confiscate any item deemed not conducive to recovery.

Bethsaida Recovery Centre does not take any responsibility for clothes, bedding or any personal items brought onto the centre grounds. It stays the responsibility of the client.

No food or anything of the like will be allowed. Only what is on the "What to bring list".

No electronic devices will be allowed: Cell phones, MP3 Players, Video Players or anything of the like

No jewelry allowed

Hair straighteners are not allowed

Only two of each type of toiletry will be allowed

No toiletries that contain alcohol or aerosol deodorants (**roll on only**)

Town trips: Under no circumstances will a client be allowed to carry any medicine or any parcel without it being searched. The client will also be searched on arrival.

Doctor's visits

All cost, including the traveling will be for the account of the sponsor. We do not allow any methadone or related prescription drugs on our premises.

Pending Court Cases

- BRC will ensure that all residents who need to appear in court will be escorted there. The travelling cost will be for the sponsor's account. This is only applicable in Gauteng. Any court cases outside of Gauteng are the responsibility of the sponsor and/or client.

Outside Communication: Emails and Phone Calls

The emails and phone calls are crucial for your loved one's recovery. Please make use of this opportunity to communicate with him.

Emails

They are permitted to write one email per week and receive one per week. No printing of pictures.

Note: The content must fit on one side of an A4 page and must be in black and white only. You will receive their email on a Tuesday and they will receive your email on a Friday. No emails will be sent or received outside of this time frame.

Phone Calls

The client must understand that being enabled for phone calls is a privilege and not a right. Based on their progress they will become eligible to receive phone calls after a minimum period of 6 weeks starting from their arrival. The date will be communicated to the sponsor, the client is not allowed to make their own date. Receiving phone calls will be on weekends between 2pm and 5pm. They will be allowed to receive two five minute calls per weekend. You will receive an email concerning their phone calls 7 days before the time. The special number to phone will be given to you. Please do not phone the office number to speak to them.

Weekend Visit and 10 day Visit

This is a privilege not a right! After 3 months from admission and subject to their progress on the programme and response to the rules, the client is allowed to visit home for a weekend. The date will be determined by the counsellor and management. This weekend may be cancelled if it is found out that the resident do not plan on coming back. After 6 months they are allowed a 10 day visit home. The same criteria apply. All this is subject to certain rules and regulations. No client is allowed any weekend visits outside these rules.

A break is a **privilege** granted to residents at completion of certain stages of their program. It is not a holiday but a time to assess their growth as well as make sure that they have a sufficient support structure in place.

Residents will be informed by BRC Management of the applicable dates that would be granted for this. Residents do not decide when they want to go. This is done by Management discretion. The sponsors will be informed by BRC Management of these dates as the resident is not allowed to discuss this via email or telephone with their sponsor.

If the resident is on punishment, they will not be allowed to go out on their weekend or 10 day break.

If management sees the resident as a risk in their recovery, they will only be allowed to go out if they proofed themselves as not a risk anymore.

Discharge/Self-Discharge/Absconding

The sponsor is responsible to give and pay 1 months' notice if the client leaves before the completion of the programme. The sponsor is liable for the notice month's payment and there will be no refund on any tuck shop money if this payment is not received. If the client should leave without giving notice, it is seen as absconding and will have only one chance to return to BRC within 48 hours. If they should leave a second time, there will be no return to BRC.

Please note that when any personal items are left behind by the client when they leave due to any of the above reasons, BRC will not be held responsible for any of their personal items. We make provision to lock it away but cannot take responsibility for it.

All personal items will only be kept for 30 days where after it will be put into the donation bin.

No-refund Policy

These cases include:

- When the Client runs away.
- When the Client refuses treatment.
- When the Client is expelled.
- When the client does not complete the programme due to self-discharge.
- When the BRC management finds that the client is a risk to himself or the other residents.

If there is any money in the client's tuck shop account left, it will be refunded at month end to the sponsor. It is the sponsor's responsibility to provide their bank account for the refund. No cash from the tuck shop account will be given to the resident when they leave accept with written consent from the sponsor.

Over the Festive Season

No client is allowed to leave the centre for visits between the 1st December to the 2nd January. This is a very high-risk time for all addicts and we keep them here for their own protection.

Feedback from Counsellor

The sponsor is allowed to phone the counsellor once a week for an update on the client's progress. You as the sponsor will receive an email to inform you who the counsellor is, what number to phone and

what day to phone. Please do not phone outside of these times for updates! The admin staff is not allowed to give any feedback on the residents.

No written reports are given except when requested by a prosecutor when a client was sectioned by the court.

Devotions/Groups/Lectures/Worship and Church

These activities are compulsory.

Note: This might look very strict and overwhelming to any parent/sponsor who wants to book in their loved one. Remember, we care about our clients and we know what is best for them. That is why they are here; for us to help them get healed and strong again to let them go back into society. We ask you to trust us to apply the programme that we know will give him a better chance of recovering.

Regards

The Bethsaida Team

I, _____ sponsor of, _____

hereby accept these terms and conditions and will adhere to these.

Signed: _____ (Sponsor)

Date: _____

Note: Please sign each page at the bottom as well. No admission is allowed without this signed document!