



Positive Developments Ltd.

**Welcomes you to
Chinook Park & MacEwan Glen**



Resident's Handbook

HANDBOOK FOR RESIDENTS

Welcome



Our residential homes are safe and supportive home environment where you can "stay for awhile" as you continue along your recovery road following your injury. We are here to help you tackle the daily challenges of life, and to work on your personal goals of recovery. Our hope for you is that throughout your stay with us, you will gain the following:

- increased independence and self-esteem
- improved social skills
- increased community involvement and integration
- development of a healthy, happy and fulfilling life

At this point, you will have met with the Program Supervisor to establish individual goals and guidelines in your agreement plan. Please refer to this handbook for all other guidelines.

You Should Bring:

You will need to bring with you:

- Medications and corresponding signed Drs. Orders
- Copy of your Alberta Health Care Card, and/or Medical Services Card
- Spending money
- Clothing
- Personal Hygiene supplies

- Bus pass/tickets
- Items that are special to you e.g. journal

Residents must be willing to participate in the supports and programs offered here. Your stay here is on a voluntary basis; we cannot force someone to stay in the home or prevent them from leaving if they choose. We can work with you to make you feel comfortable and discuss your issues of concern.

Programs

Both individual and group based therapy programs will be offered. Groups and/or workshops that may be available include a cooking group, a self-esteem class, a meditation group and a goal setting group.

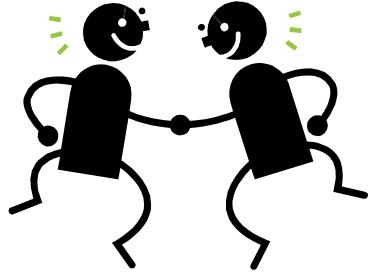
You are expected to be an active participant in the program and goals that have been set in your individual agreement. You will meet with your support team at 2 months, 4 months and 6 months to review your participation and progress, and to make adjustments to your program as necessary. If it is determined that one of our residences may not be the best option for you, your support team will discuss other service plans with you.

Drugs and Alcohol

There is a zero tolerance policy for the use/possession of drugs and alcohol at all of our residences. If you are found in possession of drugs and alcohol it may result in immediate termination from the home. You may be refused admittance to the home if you are under the influence of drugs or alcohol.

General Conduct

Common courtesy and respect for other residents and staff is expected at all times. This includes consistently telling the truth regarding your own actions and any incidents/occurrences in the home. When conflicts arise with other residents or staff, the expectation is that it will be resolved in a respectful manner. As much as possible, grievances should be resolved through informal means. However, if you have concerns that have not been resolved, please talk to the staff, and if this does not resolve the issue, then consult with the Program Supervisor.



Please respect the confidentiality of the other residents, and keep any confidences and/or issues that are discussed within the house private.

Vulgar language and gestures are not acceptable.

Privacy and Safety

You will have the option of locking the door to your bedroom for your privacy and safety. Therefore, any valuables or personal items should be kept in your room. The home is not responsible for a resident's personal belongings and cannot be held liable to replace lost or stolen items.

Staff do have the right to conduct room checks and searches without prior notice if necessary.

Residents are asked not to bring any items that could present a danger to themselves or others e.g. pocket knives. Staff will retain these items and keep them in a locked cupboard.

Home Management

Everyone will be responsible for maintaining and cleaning their own room. Once per week residents (with staff assistance) will do a thorough cleaning of their bedroom, i.e. vacuum, dust, changing bed linens etc. Other household chores will be divided between residents and staff. Please make every effort to clean up after yourself in the common areas of the house, as well as in the yard.



Residents are asked to respect each other's property and the home in general. Purposeful damage of the home could result in termination of residency.

House Supplies

Bedding, linen and towels will be provided. However, you will be required to supply your own toiletries. All towels and toiletries will be kept in your bedroom and not in the bathroom.

Meals

Residents are encouraged to assist with meal preparation when they are at home, and this may also be a part of their goal plan, as outlined in their individual agreement.



In the interest of cleanliness and hygiene, food should be eaten in the kitchen and dining room area. Exceptions can be made for having some snack foods in other areas of the house e.g. popcorn in the family room. Food is NOT permitted in the bedrooms.

Healthy eating is part of a holistic recovery plan. Healthy menus including snacks will be developed weekly with the participation and input of the Residents in the home. Menus and meal/snack times are posted; there is not an open kitchen however limited snacks and beverages are available at all times – please speak to the staff. Special dietary needs will be accommodated.

Telephone

The home phone will be available to residents for local calls only. Specifics regarding phone use will be outlined in your individual agreement.

Television/Games/Stereos

You may have a TV and radio/stereo in your room, but please be considerate of other residents when you consider volume, so as to not disturb or annoy others. There will also be a TV in the family room. No TV shows/movies with excessive violence, sex and inappropriate language will be watched in the family room. Wi-fi is available but NO movies can be streamed/downloaded.

Medication

Residents must have signed doctor's orders and their medication in a labeled bottle/package from the pharmacy. **This is a requirement.** Staff cannot give medications unless we have a signed doctor's order for ALL medication, including over the counter medication like Tylenol. All medications (prescribed or otherwise) will be kept in a locked cabinet in the home, even if you self administer your medication and don't need help from the staff. Staff will be responsible for ensuring that the proper medications and amounts are administered.



A medication log will be kept. The medication log book will also contain information regarding a resident's specific medications, including a copy of the prescription, and the dose, frequency, duration, number dispensed,

refills, warning signs and symptoms and an emergency contact number. Staff must be notified of any medication change.

Sexual Behaviour

Sexual behaviour (kissing, fondling, cuddling, and /or genital contact) will not be tolerated within the home with visitors or resident. Sexual behaviour between a resident and a staff will not be tolerated in any setting.

Smoking

Smoking and/or chewing tobacco is not allowed in the home. You may smoke outside in the designated smoking area. All cigarette butts need to be disposed of properly in the container provided and not on the ground by the house. Lighters and matches must be kept in the locked cupboard (for fire safety regulations), staff will give them to you at your request.



Fire Safety

Be aware of fire extinguisher locations and the "safe exit plan". Review the emergency information that is posted in the house. Ensure that you know what the escape routes are. Periodic fire drills will also be held.

No candles or incense are permitted in the home; ei-

ther in the bedrooms or in any of the common areas.

The Neighbourhood

We want to maintain good relationships with the neighbours. Please be respectful and courteous to all of our neighbours.

Visitors

When you become a resident of the home, you will develop an approved visitor's list (i.e. individuals who can come into the home) with your support staff. The approved visitor list will be outlined in your individual agreement.

Only staff will answer the door. If the visitor is on the approved visitor list, they will be invited into the home. Visitors who come to the house and are under the influence of alcohol and/or illegal substances will be asked to leave.

Please see the curfew section for visitation hours

Curfew

Some residents are free to come and go as they please from the home; some residents are to have staff with them at all times – this is outlined in your individual agreement. For those residents who have independent outings you are asked to notify staff when leaving the house, and give an estimated time of return. If you are going to be more than 30 minutes late,

please contact the staff at the house to let them know of your new time of arrival. Curfew is 10 pm unless otherwise agreed with the Program Supervisor.

Visitors will be asked to leave after the above listed curfew hours. Visitors who come to see a resident later than the curfew hours will also be asked to come back at another time.

Termination

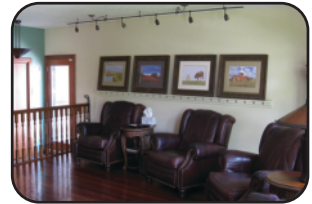
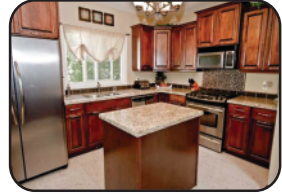
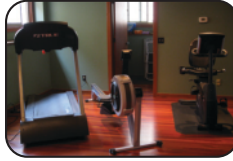
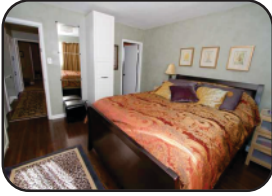
The following acts could result in immediate termination:

- Any physical or sexual violence
- Possession of drugs or alcohol
- Threats and/or harassment of other residents and/or staff
- Willful destruction of any residential property

Your Benefits

- Increased independence and self-confidence
- Increased community integration
- Improved social skills
- Increased success with your life skills
- Enhanced health
- Acceptance and hope for your future

POSITIVE DEVELOPMENTS - THERAPEUTIC RESIDENTIAL HOMES
CHINOOK PARK MACEWAN GLEN
CUSTOMIZED REHABILITATION



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