



WILP SI'SATXW COMMUNITY HEALING CENTRE

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HOUSE RULES CONTRACT

These guidelines are provided to create a healthy, safe, positive environment for your program. Please read them and be prepared to follow them for the welfare of all.

Failure to follow these guidelines may result in:

- loss of privileges (eg. phone privilege or Saturday pass)
- Written warnings
- Dismissal (severity of the incident may justify immediate dismissal)

ALL STAFF MEMBERS HAVE THE AUTHORITY TO ISSUE INCIDENT REPORTS AND TO DISMISS CLIENTS.

Please initial all section boxes to acknowledge you understand and will follow guidelines:

ALCOHOL AND DRUGS

- The use or suspected use of alcohol or drugs throughout the program is grounds for discharge.
- Luggage will be inspected upon arrival. Clients may be subject to room checks during their stay. Incoming parcels will be examined with a Staff member present.
- All medication, prescription, and non-description drugs to be turned in upon arrival.

HEALTH AND SAFETY

- Smoking is not allowed in the buildings.
- Food and drink must be kept in the Dining area only.
- Residents are required to keep themselves clean, regular bathing is required. Please do laundry after sessions and before 10 p.m. See housekeeper for soap and supplies before 5:45 p.m.
- Please remain in the bed that you are designated to.
- Bedrooms are not to be locked at any time. (Fire regulations).
- In case of FIRE ALARM quickly conduct yourself to the gathering point. (Do not take this lightly)
- Beds need to be made and rooms cleaned each morning. We also ask that you cooperate in doing your assigned daily chores.
- No horseplay.
- Hats, chewing gum, pop and other junk food are not allowed on the premises or on outings.
- All walkman's, radios, clock radios, and tape recorders, cassette tapes and C.D.'s and vehicle keys must be turned in upon arrival.

TELEPHONE

There will be no outside contact during the first 10 days of the program, this enables the clients to develop a bond within the healing community. The exception to this rule is with regards to phone calls which begin on the first Saturday after intake, all mail and messages will be forwarded to clients beginning the first Monday after intake.

- On the first Saturday after Intake, clients will be able to make personal calls, after this a schedule will be set up into 2 groups with each on alternate days and half hour calls.
 - It is important to note, phone calls are a privilege and not a right.
 - Phone calls will be granted provided chores and other duties have been completed.
 - Phone calls will take place between 6:00 pm and 7:00 pm Sunday to Friday.
- Clients who have cell phones should ensure their provider has coverage in the area, those clients without cell phones will be able to use the Residential office phone with staff supervision.
- Mail and messages will be delivered by your Counselor.
- No calls may be made during session, evening included.
- Please make sure your calls are completed within your time slot, if not, your phone privileges could be withheld.

WEEKENDS

- All residents are to remain on the grounds area unless on a pass. Clients must sign out when leaving the residence and sign back in when returning to the residence.
- Depending upon conduct and participation, a pass may be granted on the second Saturday from 9 a.m. to 9 p.m.
- All passes must be approved by a counselor before leaving the grounds. If there are changes to the pass destination, approval must be given ahead of time.
- After the second week visiting hours are from 1 - 5 p.m. on Saturdays only.
- Visiting is confined to the Dining/Lounge area only. (Not bedroom areas) Sexual contact in residence is prohibited.
- Visitors under the influence of, or suspected of being under the influence of alcohol or other drugs are prohibited.

OFFICE

- To see counselor or Executive Assistant please use the front door. The administration building is off limits except for one-on-one session with your Counselor.
- OFFICE IN RESIDENCE IS STRICTLY OFF LIMITS (except to take medication with assistance of Attendant, or if you are dealing with a personal issue). The office phone is not to be used at all. Music is to be turned on by staff only.



OTHER

- Please do not lie down on, or put feet up on chesterfields in the day lounge. Also, no food or drinks are allowed in this area.
- Physical or verbal abuse towards staff and other clients is **unacceptable**.
- Please refrain from the use of profanity or other inappropriate language.
- Sexual contact between clients, and between clients and staff is prohibited e.g.) Kissing, inappropriate hugging/touching.
- Residents are responsible for all personal belongings and effects. All valuables, Bus tickets, and money in excess of \$20 will be put away for safe keeping. These items will be returned upon request. Wilp Si'Satxw accepts no responsibility or liability for personal belongings and effects of residents and Visitors.
- Outside footwear must be taken off and other footwear worn in all buildings.
- Caps are to be removed in all buildings, T-shirts, hats, or other items depicting alcohol or any inappropriate messages are not permitted. Dress conservatively with respect to others.
- There are security monitors located in the residence building and grounds for the safety of the Clients and staff.
- Non-prescription drugs will not be administered, due to the new policy in place at Wilp Si'Satxw. If non-prescription drugs are doctor recommended, it should be clearly marked on the containers.

I, _____ have read the house rules and agree to comply with them for the duration of my stay. I understand that these rules are set for my own well-being and safety. I realize that failing to comply with the house rules may interfere with the safety and well-being of others and I am subject to disciplinary action as a result.

Client's Signature: _____

Date: _____

Witnesses by: _____

Date: _____