



# Resident Handbook

Updated 7-24-20

At Central KS Dream Center, it is our desire to create a healthy environment rooted in the truth and grace of Christ. We are a family-style, discipleship program that serves females between 16-18 years of age. Staff provide structured supervision of each resident around daily living and treatment activities. This program promotes social skill development for each resident through spiritual development, physical and mental well-being, academics, and routine household duties. Residents continue schooling through Southwinds Academy, earning credit toward a high school diploma.

If needed, the following services are available to Central KS Dream Center residents:

- Individual, Group, and Family Counseling
- Psychiatric Services
- Substance Abuse Treatment (not including detoxification)

**Our Mission:** We provide a caring, family-structured home setting, endeavoring to touch the lives of hurting teenagers through discipleship, spiritual guidance, education, appropriate role modeling, and teaching a solid value system. Our goal is bringing restoration from the inside out to our girls and families.

**Our Structure:** Central KS Dream Center is professionally staffed with an Executive Director, Family Director, Program Manager and Discipleship Leaders. Our governing board of directors consists of caring volunteers.

## **Resident's Rights**

Each resident entering Central KS Dream Center has the following rights:

- 1) The right to be treated courteously and to be free from all forms of abuse including neglect.
- 2) The right to medical treatment as needed. The right to know what medication has been prescribed and why.
- 3) The right to be heard, to identify problems, and express grievances in accordance with written procedures.
- 4) The right to maintain personal hygiene.
- 5) The right to reasonable privacy, which includes sending and receiving healthy and appropriate mail, limited telephone contact with approved family, attorney, friends, and other professionals unless there are compelling reasons for the contrary. If able, a resident shall be informed in advance of visitations by facility visitors, e.g. educational or other individual or group of visitors, and have the right not to be observed by visitors.
- 6) The right to wear appropriate personal clothing and keep appropriate personal possessions based on the programs regulations and rules.

## **Religious Disclosure**

Central KS Dream Center is a faith-based Christian discipleship program for drug, alcohol or any other life-controlling addiction. We believe that a total and eternal cure for the whole person is something only God can provide. We believe that medication is viable and assists in chemical imbalances; however, medication most often addresses the symptoms rather than the roots of an issue. Additionally, we believe that counseling and therapy are beneficial; however, our human efforts will always be lacking when void of God. Truly the only way anyone can overcome a life-controlling problem is by establishing a strong personal relationship with Jesus Christ.

Our Ministry is interdenominational in its clientele. Our young ladies come from varying denominations and we are committed to treating their religious backgrounds with respect.

At Central KS Dream Center residents will be required to attend church multiple times a week. A resident's freedom to hold personal religious faith is respected by Central KS Dream Center.

Central KS Dream Center will however, regardless of religious preference, strive to lead residents to a personal encounter with Jesus Christ as Lord and Savior.

## **Level-Based Privilege System**

Residents will work through four contracts: (1) Salvation, (2) Identity/Self Image, (3) Spiritual Growth, and (4) Family. Through this system, residents will learn to become more successful and assist in reaching individual goals. The system is designed to provide a wide variety of privileges to the resident and prepare them for reintegration. Each resident will have the opportunity to choose individual strengths and have influence in developing target behaviors throughout their program.

### **Contract One**

**Long Term Goal:** Develop a sense of significance by learning to find acceptance, attention, and affection of others in a healthy way.

#### **Short Term Goals:**

- Know individual treatment goals
- Follow the house rules
- Appropriately ask questions of staff when things are unclear
- Choose an approved hobby or other productive use of free time in conjunction with treatment goals
- Keep bedroom neat and clean
- Practice treating self and others with respect
- Complete contract one

#### **Basic Skills:**

- Personal hygiene
- Following instructions
- Accepting correction
- Accepting the word “no”
- Problem solving
- Accepting authority

### **Contract Two**

**Long Term Goal:** Mastery of emotions, behavior, and tasks through self-management

#### **Short Term Goals:**

- Maintain goals of contract 1
- Actively work on contract
- Follow the house rules
- Begin rebuilding trust and healthy relationships with family
- Continue working on hobby development
- Continue to keep the house neat and clean
- Be an active participant in group activities

- Be a positive influence in group activities at home, school, church, etc
- Complete contract two

**Basic Skills:**

- Resisting peer pressure
- Accepting responsibility for behavior
- Reporting accurately and honestly
- Developing healthy relationships

**Contract Three**

**Long Term Goal:** Develop personal strengths that will give power to make good choices

**Short Term Goals:**

- Maintain goals of Contract 1 and 2
- Take increasing responsibility for self
- Develop leadership qualities and capabilities among peers
- Complete a 500-word or more typed recollection of your testimony including the life-change that has occurred while at Central KS Dream Center
- Practice learned skills in the community
- Complete contract three

**Basic Skills**

- Assume a leadership role
- Negotiate and compromise
- Constructive management of free time
- Live a healthy lifestyle

**Contract Four**

**Long Term Goal:** Value serving and sharing with others in humility

**Short Term Goals:**

- Maintain goals of contract 1-3
- Take complete responsibility for self
- Exhibit leadership qualities and capabilities among peers
- Establish plans and goals for reintegration
- Work on personal contracts for self-growth/negotiated privileges
- Complete a 500-word or more typed letter of encouragement to current or future residents
- Complete contract 4

**Basic Skills**

- Helping/offering assistance

- Persuading others with appropriate rationales
- Listening

## **Explanation of Schedule**

### **Morning Routine**

Residents are expected to be awake with their overhead light on prior to staff arrival. Alarms may be set 30 minutes prior to wake-up but cannot exceed that time frame. All personal preparations need to be complete and checked by staff within 40 minutes of wake-up. This includes personal hygiene, medications, room cleanliness, and gathering of items needed for the day.

### **Constants**

Constants are a household chore assigned to each resident monthly. Using the provided checklist, residents are expected to maintain their area/room of the house to ensure house order and cleanliness. Failure to do so according to the provided checklist will result in point fines.

### **TWOV (Teen Woman of Valor) <https://www.disciplingfamilies.org/>**

The residents participate in a 9-month discipleship study with other women from their surrounding church. This is a very in-depth devotional that walks the residents through learning who God is, learning to know and love themselves and teaches the process of walking through forgiveness and healing.

### **School**

Academic studies are a priority in a student's success. Residents are expected to attend a full day of school online in home, Southwinds Academy or Edgeunity as age-appropriate. A student with a failing or incomplete grade will be expected to participate in additional study time individually in lieu of room time.

### **Free Time**

Residents are permitted to participate in recreational activities during free time. These include but are not limited to arts and crafts, music, physical activities, community service, board games, hobbies, etc. Free time activities involving art supplies and/or nail polish may only be completed in the dining room with necessary precautions to prevent property damage.

### **Room Time**

Room time will occur daily as a time to reflect, pray, read, take a nap, or do some type of individual activity. This allows practice to make healthy decisions while alone but still maintain a level of supervision. There is to be no socializing at this time.

**Devo/Prayer/Chapel**

Three times a week the residents have a time of personal morning devotion, prayer, worship and chapel. This is a time of learning how to read their word and hear from God. Residents also get to share monthly on what Jesus is doing in their life and teach a short Bible study. To close out morning devo, they circle up to pray before chapel. Residents then attend worship and chapel. Residents are expected to attend and participate in Chapel every Monday/Wednesday/Fridays. They must be engaged and take notes during chapel services. Residents are also expected to attend youth on Wednesday evenings and Sunday morning church. Same expectations as chapel services.

**Nighttime Routine**

Throughout nighttime routine students have a few tasks to complete. If not showering, taking medications, or completing a weekly phone call, residents are expected to remain in their room. At 9:00p, overhead lights must go off in preparation for lights out at 9:30p.

**Late Night**

On Friday nights, residents may participate in late night. (Staff discretion applies) Residents are allowed to retrieve personal food items, access monetary allowance if staff is facilitating a trip to a local food establishment (i.e. Sonic, McDonalds, Pizza Hut, etc.), and stay up beyond lights out. Bedtime is at 10:30.

## **General Guidelines and House Expectations**

All general guidelines and house expectations are subject to leadership discretion and can be changed accordingly. If at any time you feel you have received treatment that is harmful to you, either physically or emotionally, you have the right to file a written grievance. The grievance must be filed within five (5) days of the incident. Grievance forms may be in the classroom. The grievance will be reviewed and responded to with 48 hours (with exception of weekends and holidays). The response will only acknowledge having received the form, and to set up a meeting time to discuss the problem. The decision of the Director is final.

1. Show respect for yourself and others. This is expected both in the home and in the community. Central KS Dream Center is a respected member of the community and participates regularly in community service.
2. Show respect for the house and property. Law enforcement may be called due to theft or property damage. Parents will always be informed and restitution will need to be made.
3. Do not use or possess any type of alcohol, tobacco, or drugs. Prescription drugs will be locked in the staff office and administered under supervision. A room check or urinary analysis may be taken at any time.
4. Do not have any physical contact with or directly or indirectly threaten staff or other residents. Such behaviors may result in legal prosecution or removal from the program. Appropriate contact, such as a high five, hug, or handshake, may be given with staff permission.
5. Avoid foul language. Foul language is not honoring to Christ and does not show respect to self or others.
6. Respect each other's personal space. Aside from roommates, residents may not enter each other's rooms. Furthermore, in conjunction to previous guidelines, physical contact of any sort will not be tolerated. Appropriate contact, such as a high five, hug, or handshake, may be given with staff permission.
7. A resident's health is crucial to their wellbeing. Those who have a fever or exhibiting other major symptoms will be placed on sickbed. A resident on sickbed must remain in their room, exiting only to use the restroom. This is to ensure the illness is not shared and does not spread to other residents and staff. As medically appropriate, food, water, and medications will be brought to the resident by staff. Once determined as sickbed, a resident operates under that status until reevaluated the following morning.
8. Residents are expected to maintain their personal laundry on their assigned day. Laundry should be put in during morning constants. All laundry must be dried, folded and put away by 9 pm on their assigned day.

9. Based on parental provision, residents have controlled access to allowance monies. Based on contract, residents maintain differing privileges in using their allowance monies. Money removed and returned must be recorded.

10. Residents are permitted to receive packages and gifts once a month from those on approved contact lists. All items are subject to search and must complete inventory before the resident may receive them. Staff reserves the right to remove items that are not permitted or may cause regression.

11. All staff and volunteers, including church members, are to be addressed as Ms. or Mr. as gender appropriate. If bearing another title, such as Pastor, or Doctor for example, this may be used. Residents are expected to treat all staff, volunteers, visitors, and community members with respect.

12. Food and drink are permitted in the kitchen and dining areas only. Water may be used in covered containers in all rooms.

13. Bulletin boards are provided for residents to hang approved pictures or documents in their rooms. Nothing may be adhered to the walls, mirrors, or windows. Doors may be reasonably decorated using non-damaging adhesive. Residents are encouraged to personalize but not at the risk of property damage.

15. Residents must request permission to access other areas of the house. For example, no resident may enter a staff office, the kitchen, or go outside without permission. Also, a resident must ask permission to use the restroom or move about the house unsupervised. Residents are required to report their whereabouts as they move through different locations.

16. Furniture may not be rearranged in any room throughout the house. Residents may submit a written request for such changes but the leadership has the final say. If something is in disrepair, do not attempt to fix it or you may be liable for the damage. Residents and staff may complete maintenance requests to submit items for repair.

17. Conversations about past experiences or inappropriate behaviors will not be permitted. Staff reserves the right to discontinue any such conversation immediately. Residents may utilize private conversations with staff or individual therapy to discuss this.

18. All personal items are subject to search and are the responsibility of the resident. Central KS Dream Center is not responsible for lost or stolen items due to resident's poor stewardship and neglect.

19. Residents may not alter their appearance without consent of the Executive Director throughout their stay at the Dream Center, regardless if they are on-site or on a home visit. This includes tattooing, piercings, hair dye, and haircuts.

20. Only Christian music is permitted for private and public listening. Residents' personal devices are subject to search and removal at any time.

21. Residents with roommates must maintain appropriate boundaries and follow specific expectations. These include (a) roommates may not borrow or share items among themselves; (b) roommates may not change clothing with the other resident present. Utilize the bathroom or ask the non-changing roommate to step out of the room; (c) roommates may not talk, whisper, or pass notes after lights out; (d) expectations of physical contact and personal space as described previously still apply.

22. Table manners are expected of each resident whether inside the home, outside the home, or on a home visit. These include washing hands before coming to the table, keeping a napkin in your lap through the meal, serving and praying as directed by staff, passing all items to the left with nothing going across the table, waiting until all are served and permission is given before eating, keeping all chairs fully on the floor and legs/feet off the table, not talking with food in your mouth, and keeping conversation appropriate and at an appropriate volume.

23. Vehicle safety is important for the passengers as well as drivers. Seatbelts are to be worn at all times and not to be removed until the keys have been removed from the ignition. Bodies need to remain upright and inside the vehicle at all time. Noise levels need to be kept to a minimum. Please be mindful that what is brought into the vehicle needs to be taken out of the vehicle upon departure. No food is to be eaten in the vehicle unless authorized by leadership.

24. It is the policy of both staff and residents that personal belongings shall remain personal belongings. Personal belongings are not to be loaned or borrowed to or from staff and residents. Furthermore, both staff and residents may not give or receive any 'gifted' personal belongings. Items donated for public use with the intention of a particular recipient will not be awarded. This includes but is not limited to money, food, beverage, or possessions.

25. Residents are to self-report or peer-report on a resident who could hurt themselves or others as well as act in a way that is not beneficial to their reputation or program. However, tattling merely trying to get another resident in trouble, is not beneficial to any resident. The goal for self or peer-reporting is to learn healthy conflict resolution.

27. Residents will lose the privilege of using sharps (ex. razors, scissors, tweezers) for 1 week if being used inappropriately.

28. Residents will not be allowed to cut their own jeans unless approved by a parent and given written permission to directors.

29. If a resident wants to buy another resident a gift for their birthday or graduation, they can only use up to \$5 of their pouch money to do so.

30. Staff cannot show residents videos/pictures/personal information on their cell phone, tablet or laptops. Residents should not have access to cell phones at all.

31. Residents must always walk while in the house, no running will be tolerated.

32. Residents may not talk to, or hang out with boys at any time.

33. Rules are subject to change at any time.

## Dress Code

Dress Code applies at *ALL* times

### Tops

**Goal:** *To tastefully cover our upper body and put the focus on our face.*

- Midriff and cleavage should not be seen at any time regardless of position or movement
- Curves should not be displayed by tight-fitting or clingy clothing
- Clothing should cover you and your undergarments (i.e. large holes including tank tops and sleeveless shirts that are too revealing are inappropriate)
- Graphics and wording on clothing must be appropriate
- Hoodies are only to be worn during free time and at bed time
- Customization may be required to anything that is too revealing
- Your undergarments shouldn't be seen,
  - **Straps should be wide enough to cover your bra straps**, a guideline to use would 1-2 inches

Without customization to raise its appropriateness, the following tops are not allowed: low-cut, tight, cropped, strapless, transparent, spaghetti strap, halter, one shoulder, super low back, and other tops that do not have enough coverage. Straps should be three or more inches wide.

Tips:

- Add a close-fitting camisole underneath shirts to raise the neckline
- Add a modest shirt underneath a transparent shirt for added coverage
- Use layers (jackets, scarves, etc.) over troublesome tops to add extra coverage

\*If you desire to remove any layer or article of customization once your outfit has been approved, it *must* be approved by staff on the same day before doing so.

### Bottoms

**Goal:** *To tastefully cover our lower body, not drawing extra attention.*

- Curves should not be displayed by tight-fitting or clingy clothing
- All shorts must be mid-thigh or longer (Bermuda style); this includes athletic wear, lounge wear, and sleep wear
- All skirts/dresses must be lower-thigh or longer (if above the knee, leggings must be worn underneath)
- Tights may be worn under dresses knee length or longer

- Leggings (opaque, not see through) may be worn under a top/dress that comes above the knee; however, these tops/dresses must completely cover private areas, front and back, with arms raised above your head. Shirt worn with leggings must be mid thigh or longer. No exceptions.
- Jeans cannot have holes/rips in them that reveal skin above the knee.

Without customization to raise its appropriateness, the following bottoms are not allowed: short skirts/shorts/dresses, tight skirts/shorts/pants/dresses, clingy skirts/shorts/pants/dresses, ultra-low cut pants/shorts/skirts, skirts with high cut slits, short rompers, sheer maxi with mini slip underneath or other inappropriate clothing.

#### Tips:

- create your own modest shorts by taking capris/pants cutting them off right at the knee and rolling up each leg 2-3 times
- Some shorts come designed with pre-rolls on the bottom; unroll and iron out for longer length
- basketball shorts are a great option for athletic shorts
- For too-tight pants, wear underneath a dress or extra-long shirt (minimum of mid-thigh)
- Remove the hem of a short skirt to add a few extra inches to the bottom length
- Sew an extra piece of material to the bottom of a short skirt/dress for length
- Add a longer skirt underneath a short skirt to give it a longer length
- Sew up slits on high cut slit skirts
- Wear layers underneath a sheer maxi for appropriate coverage
- Wear leggings under pants with holes in them or patch the holes

\*If you desire to remove any layer or article of customization once your outfit has been approved, it *must* be approved by staff on the same day before doing so.

#### **Undergarments:**

- Bras and underwear must be worn at ALL times (the only exception is when you are sleeping; if you get up for a fire drill, bathroom, or anything else, you must use a robe or blanket to provide appropriate coverage)
- Sports bras should be worn for sports activities
- No thong underwear
- Undergarments should never be visible due to transparency, tightness, or not enough coverage (including movement)

#### **Swimwear:**

- A modest one-piece bathing suit or full-coverage tankini is required for swimming
- Long board shorts (mid-thigh to knee length) are required for arrival and departure
- Non see-through swim shirt/surf shirt/dri-fit shirt are required for arrival and departure

#### **General:**

- The staff has sole authority in determining if clothing is inappropriate

- Clothing must always be modest, clean, and neat
- All inappropriate clothing will be confiscated by Main Place Youth
- Due to state regulations, shoes/slippers must be worn at all times
- Athletic wear may only be worn during athletic events or when conducting physical activity that may cause an individual to sweat
- Hair must be cut by professionals only and should always be a natural color
- Only two sets of earrings are to be worn at a time in the ear lobe
- Body and facial piercings are not allowed. They will be removed upon entering the home.
- A reasonable amount of make-up may be worn by the residents, as determined by the staff. No gothic oriented make-up or other extreme make-up.
- If it is 50° or cooler, residents are required to have long sleeves or jackets/coats with them when leaving the house.

### **Church Expectations:**

- Residents are expected to maintain a high level of modesty and reverence when it comes to church attire.
- No hats are to be worn including ball caps and beanies

### **Sunday AM**

- While skirts and dresses are encouraged, they are not required.
- Residents may wear dress slacks or dark colored jeans or nice jeans with an appropriate top.
- T-shirts and hooded sweatshirts are not permitted.

## Phone Call Policy

Weekly phone call days will be determined upon intake to best accommodate the parent while also considering the already established daily schedule. If a special consideration needs to be made due to a familial conflict with the scheduled phone call (i.e. vacation, work requirement, special event, etc.), the parent is required to contact Dream Center staff prior to the scheduled day to make arrangements for that week only. If this is not done, the parent and resident will not get their phone call and the minutes will not roll over to a different week.

Phone calls will be placed and received weekly as planned at time of intake.

Please bear in mind weekly obligations (i.e. church, school, small groups, etc.) that may interfere with phone call times. In case of an emergency at the facility that prevents a phone call, staff will make contact with the family and arrange for an alternative date.

Staff will attempt phone calls *once* on the scheduled day, leave a message, and wait for a return call. It is the family's responsibility to answer on their scheduled day and return the call if unavailable earlier in the day. If you have not heard from your daughter prior to 8:45pm, we recommend you initiate the contact. A call may begin at 8:45pm but cannot exceed 9:15pm.

Residents' phone call lengths are based on their program levels and may be split to accommodate the family.

Contract 1	10 min
All other contracts	20 mins

## Visitation Agreement

It is very important to the restoration of a family for their Central KS Dream Center resident to have regular and structured visits. Visits are designed to slowly reintegrate a family and are therefore restricted to those parties (biological, adoptive, and legal guardians only). This may be expanded to include friends based on the resident's program level and preapproved permission from Central KS Dream Center to the parent/legal guardian/responsible adult family member. The purpose of a visit is not primarily entertainment, but to grow together as a family unit. Below is a general structure and overview of the Central KS Dream Center visitation agreement:

1. Visits are only scheduled after one month of placement at Central KS Dream Center. They follow this structure:
  - a. The first visit is on Dream Center grounds only.
  - b. The second visit may be an off-grounds visit (within 90 miles of Great Bend but not in her origin county if 'home' is in Kansas) lasting for one or two days but she will remain at Central KS Dream Center campus overnight, depending on your resident's behaviors.
  - c. On the third visit, you may take your resident with you for an overnight hotel visit (within 90 miles of Great Bend but not in her origin county if 'home' is in Kansas) for one night. An overnight visit with your resident is contingent upon staff's determination of the resident's readiness and behaviors. Each resident will have an individualized plan and therefore it may not be comparable between residents.
  - d. A 'home' visit (day or overnight) will not be allowed until the above has been successfully completed and both your and Central KS Dream Center staff's evaluation of readiness matches. Additionally, a resident must have completed six months of her program.
2. Visits are scheduled up to one per month while on the first contract and on other contracts are scheduled at up to two per month.
3. All parties agree to abide by all Central KS Dream Center policies, rules, and guidelines while on the visit. Failure to honor this agreement may result in restricted future visits or even dismissal of resident from Central KS Dream Center. Detailed below are highlighted concerns.
  - a. Resident will remain within sight at all times of a parent/legal guardian/responsible adult family member in private or public facilities including church.
  - b. Telephone/Cellphone usage: The only phone contact allowed is to family (biological, adoptive, or legal guardians). When such contact is made, it must be approved, dialed, and observed for the entirety of the call. Except for these monitored phone calls to family members, resident is not to use the telephone at any time. This may be expanded to include friends based on the resident's program level and with preapproved permission from the program to the parent/legal guardian/responsible adult family member.
  - c. Smart Phone, Tablet, or Computer usage: The internet, email, apps, social media such as Facebook, Twitter, Snapchat, Instagram, Tumblr, Kik, or anything of the

like will not be used in any fashion during the visit. Resident should not have computer access at any time.

4. Future visits are not to be promised or hinted without first arranging it with the Executive Director or Family Director at least 48 hours in advance.
5. The family must commit to the pick-up and return of their resident at the specified times. Families are to feed the resident if a meal time will be missed.
6. Split families with joint custody must work out an agreement between themselves and notify us of the finalized mutually agreed visitation.
7. Central KS Dream Center is a drug, alcohol and smoke/vape-free program. Smoking/vaping, drinking, and the use of illegal drugs, OTC drugs inappropriately or contraband are prohibited on all Central KS Dream Center property or at any functions.
8. This agreement is dependent on the resident and/or parent/legal guardian/responsible adult family member fulfilling all obligations that allows the appropriate visitation rights and can be canceled by us at any time.

## Visitation Expectations

*Parent/Guardian/family member & resident will agree to the terms below upon each scheduled visit.*

**Accompaniment:** The resident will remain within sight of the parent/guardian/family member at all times, be it a visit to any private or public facility, including church.

**Friends:** The resident must not visit friends or receive visits from friends while on a visit. All visits are for family (biological, adoptive, and legal guardians). This may be expanded to include friends on approved contact list based on the resident's program level and with preapproved permission from MPY to the parent/guardian/family member.

**Telephone/Cellphone Usage:** The only phone contact allowed is to family (biological, adoptive, or legal guardians). When such contact is made, it must be approved, dialed, and observed for the entirety of the call. This may be expanded to include friends on approved contact list based on the resident's program level and with preapproved permission from Central KS Dream Center to the parent/guardian/family member.

**Smart Phone, Tablet, or Computer Usage:** The internet, email, apps, social media such as Facebook, Twitter, Snapchat, Instagram, Tumblr, Kik, or anything of the like should not be used in any fashion during the visit. The resident should not have computer access at any time while on visit.

**Money:** The resident is not to possess any money at any time. All purchases are to be made by the parent/guardian/family member. An exception is made if the resident is traveling alone (i.e. flying home or bus trip).

**Arguing:** The resident will not argue about any decisions made by the parent/guardian/family member.

**Poor Responses:** The resident is not to badger by making a second/third request after a decision has been made. The resident is not to pout after a decision has been made.

**Illegal Possession/Usage:** While on visit, the resident is not allowed to possess or use drugs, alcohol, tobacco in any form, or a vape inhaler. This includes any substances be it natural or man-made.

**RX or OTC Medication use:** Should the resident need to take her prescribed medication or an over the counter medicine, it will be done only with your permission and under your observation.

**Drug Testing:** I understand that upon return the resident may be given a urine analysis to test for illegal substance use/abuse.

**Contraband:** Items brought back to the Central KS Dream Center campus that are not allowed will be confiscated and may not be returned. This includes but is not limited to inappropriate literature, pictures, music, clothing, etc. limited by resident handbook. Additionally it includes items that allow for phone/internet/radio access. If you are unsure about an item, please ask Central KS Dream Center staff but do not merely give it to the resident as it may not be returned.

**Early Return:** If the resident is not acting appropriately you may bring them back early, but please contact CENTRAL KS DREAM CENTER staff to make sure there is staff ready to receive her upon your arrival.

**Meals:** If a meal time is missed (breakfast 9a, lunch 12p, dinner 5:30p), you are responsible for providing healthy food for the resident. Central KS Dream Center is not responsible for meals outside of above designated times.

### **Expectations for Graduation from Central KS Dream Center**

Central KS Dream Center is a 12-15 month program that may shorten or extend based on the individual residents' needs. Graduation is pending advancement through the program and movement through all four levels. While on the last contract, in preparation for graduation, a resident is expected the following:

- A reintegration plan completed with family or returning environment involvement overseen by the Family Director
- A written testimony provided to and approved by the Executive Director as a solidification of changes made and to be used in after care
- Completion of all four contracts