

Cirrus House Transitional Age Program

1509 1st Ave

Scottsbluff, NE 69361

Admission Criteria - The Cirrus House Transitional Age Program is designed to serve persons between the ages of 16-21 who meet the admission criteria of the Cirrus House day rehabilitation program. Cirrus House is a club for people who experience serious mental illness. The club provides a chance for members to participate in the life and work of the larger community by using existing skills and by learning new skills.

Admissions and Discharge Protocol

- The Operations Director and/or the Admissions Director have the discretion to determine whether a person shall be admitted or retained as a participant.
- No participant shall be admitted without an evaluation and the participant must agree to reevaluations as necessary.
- All required agreements and forms must be signed prior to the participant being admitted into the residential program. All admissions will be completed Monday-Friday between 8 A.M. and 5 P.M.
- Any Resident who is incompetent, unable to understand, or make rational decisions regarding his or her service needs or is otherwise incapable of handling his/her affairs shall be represented by a designee who shall become the Responsible Party.
- The Resident may be discharged from the Facility if, in the judgement of the Operations Director and/or the Admissions Director, the Resident requires more care or services than the Facility can provide.
- The Resident may be discharged if he or she does not meet the requirements and responsibilities as set forth in the program agreement.
- The Resident may be admitted and may remain a Resident in the Facility only if his/her presence does not compromise the Facility 's operations or create a danger to himself/herself, other Residents, staff or guests.
- The Facility will provide assistance in acquiring other services/living arrangements as needed prior to discharge.

For more information regarding TAP contact Kendra Dean or Marcia Estrada at 635-1488. all during regular business hours Monday-Friday, we do not accept emergency placements.

Financial -The base rent for a unit is: \$65.00 due by the fifth of each month. This is paid to Cirrus House, Inc. The rent covers a furnished room including bedding, towels etc and all utilities. Rent may increase if the base rent does not cover individual resident expenses. The base service fee is: \$260.00 due by the fifth of each month. This is paid to Cirrus House, Inc. Service fees are collect to fund the additional staffing required to provide night and weekend coverage. Fees may increase if the base fee does not cover individual resident expenses. Additional fees may include but are not limited to beauty/barber services, health care services, medication (prescribed and or over the counter), long distance phone calls and socials. These costs may be negotiated if individual participants do not have adequate income.

Resident has the Right;

To safe, affordable decent housing

To be treated with dignity and respect
To participate in setting goals for him or her self
To present a grievance without fear of retaliation
To request a change in rent if income changes
To confidentiality

Resident Responsibilities

The Resident agrees to:

1. Reimburse the facility for any damage or loss other than normal wear to the building.
2. Pay the basic rate plus additional service charges on or before the 5th of each month.
3. Provide at least 10 days written notice of plans to vacate the unit.
4. Abide by the rules of the facility.
5. Following the facility tobacco policy.
6. Respect the privacy and rights of other Residents and staff.
7. Inform the Facility staff of any changes in condition or services needed, medical treatment, physicians or other health care providers, changes in advance directives, and other services or agencies which provide the Resident's services or care.
8. Provide the Facility with a copy of the papers describing their authority as the Responsible Party, (if other than the Resident), notify the Facility of any changes made to his or her authority. Responsible Party is defined as the Resident, the Resident's designee, someone holding a healthcare power of attorney for the Resident, or is the guardian conservator for the Resident.
9. Maintain the minimum standards for upkeep on their apartment. Minimum standards are discussed prior to admission
10. Take medications as prescribed
11. Obey all state and federal laws on and off the premises
12. Participate in at least 20 hours of work per week. This could include paid employment, volunteer work, education classes or working in the day program. Your individual daily planner (point cards) will include your work schedule.
13. Allow the staff to enter the unit as needed for inspections and emergency purposes

Program Responsibilities

Cirrus House agrees to:

1. Provide a sleeping unit with bathroom facility. Depending on the room assignment the bathroom may be shared with one other resident.
2. Provide a furnished unit
3. Pay all utilities.
4. Provide basic room and/or personal supplies (facial tissue, bathroom tissue, toothbrush, toothpaste, shampoo, bath soap, bed linens & bath towels).
5. Provide cleaning supplies for the unit.
6. Provide access to laundry facilities at no cost (laundry soap is provided).
7. Provide phone in commons area for out going calls

8. Provide on-site staff 24/7 and access to Cirrus House on call staff
9. Provide building and grounds maintenance, garbage and pest control
10. Provide transportation - in accordance with clubhouse protocol
11. Provide building security - security cameras are in place to insure the maximum safety of both staff and residence of the TAP
12. Provide three meals a day
13. Provide planned and impromptu socials
14. Provide assistance with room cleaning when needed
15. Provide medication monitoring as recommended by the residents physician

Termination of Agreement/Discharge Process

In the event of a breach of any of signed agreement, the Resident shall vacate the premises, including removing all personal property, within 3 business days from the breach of the agreement. The resident will be given a list reasons for discharge at the time of admissions. The Facility retains the right to make the final determination as to the appropriateness of continued residence in the Facility. Facility staff will assist with arrangements for transfer to another facility or service.

TAP Levels and Earnings

To reach Level 1 you must earn a total of 540 points and finished orientation in the club house. Staff should note the completion of orientation on your daily card.

To reach level 2 you must earn a total of 1485 points and completed your rehab plan with your personal advocate. Staff should note the completion of your rehab plan on your daily card. A copy of your rehab plan should be given to the TAP staff to be placed in your file.

To reach level 3 you must earn a total of 2430 points and ran at least two morning meetings and facilitated at least one club forum meetings. Staff should note the meeting attendance on your daily card.

To reach level 4 you must earn a total of 3690 points.

To reach level 5 you must earn a total of 4950 points.

You will lose the same amount of points you earn if you miss an activity.

During the times that you are using your free days off, you will continue to be awarded your points for that day as long as there are no reports of misconduct during that free day.

First report you lose 315 pts.

Second report you lose 540 pts.

Third report you lose 2430 pts.

If at anytime you are at a negative (-) number you will receive a warning letter. If you stay at a negative number for more than 14 days, you will be issued a warning letter. If a letter is issued you will need to meet with Kendra, Marcia and your designee to determine an appropriate coarse of action. More than one warning letter could be cause for suspension from the program. If you are not at a level 5 within the first 6 months of your stay you will be issued a warning letter and an evaluation will be done to determine the appropriateness of your placement.

Level System

Level 5 Five - Everything earned in Levels 1-4 and - 1 extra Free Weekend a month

Level 4 Four - Everything earned in Levels 1-3 and - 1 Free Weekend a month

Level 3 Three - Everything earned in Levels 1-2 except you will have 1 Free Weekday a week

Level 2 Two - Everything earned in Level 1 and 1 Free Weekday a month

Level 1 - You may have ANY two items from storage the first week you reach 540 pts.

Each week you earn a total of 315 pts you may have one more item. If you have no items in storage, you are free to purchase new items with your spending money. These items must be logged in before you are allowed to keep them in your possession.

ANY 1 or all of these items may be taken back if the TAP staff, Kendra or Marcia see significant changes in your behavior or actions.