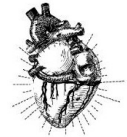


SPONSOR ORIENTATION MANUAL



Solas Recovery Centre

Getting to the heart of addiction

Welcome to Solas Recovery Centre. Being the loved one of a person with an addiction problem it is important that you know what to expect from our Centre, its staff and the resident in treatment. We have compiled the Sponsor Information Manual with this in mind. We hope that you find this document helpful.

THE INITIAL ADMISSION PROCESS

Upon admission, a staff member or counsellor will guide you through the admission process. The resident will be taken to the Medical & Admission Room where an initial assessment will be completed, inclusive of a drug test (MDT), alcohol test & physical search.

Dependent on the Medical Assessment, the resident will continue with the orientation process, or be referred for detoxification / closer medical monitoring at an appropriate local hospital before being admitted to Solas Recovery Centre. All new residents will be taken for a physical examination by a doctor to ensure that he is fit to start the program.

You can expect to be contacted by the Assigned Counselor to request a damage letter. Details of the Damage Letter will be given via email to family members.

Once the initial assessment has been concluded the accompanying family members can say their good-byes. The Resident will continue with the orientation process which includes a search of their belongings, a further assessment and an orientation interview conducted by a Counsellor or Social Worker.

The resident will be allocated a room and will be assigned a "companion". This is a fellow resident, responsible for orientating the new resident and for ensuring that the resident is looked after and guided through the day-to-day structures and routines of the Centre.

GROUP SESSIONS & CLASSES

Daily classes will be presented covering the Heart of Addiction book by Mark E Shaw as well as biblical classes. Residents will also participate in group discussions on various topics and themes for example

- ✓ Identity
- ✓ Forgiveness
- ✓ Biblical Love
- ✓ What love is not
- ✓ Conflict resolution
- ✓ Entitlement
- ✓ Responsibility
- ✓ Communication
- ✓ Pride
- ✓ Lust
- ✓ Selflessness & Sacrifice

DAILY DUTIES & RESPONSIBILITIES

Each resident is expected to perform daily duties assigned to him. This will include personal hygiene, room cleaning, dishes, light kitchen duties, general cleaning, general maintenance of the facility & gardening. This part of the program is important as it teaches residents the importance of responsibilities and maintaining a healthy home. This is also an important to develop life skills

LIFE SKILLS DEVELOPMENT

Making use of various activities we will aim to teach residents life skills such as:

- Decision making
- Problem Solving
- Effective communication
- Coping with stress ,trauma & loss
- Task completion
- Time Management

PHYSICAL FITNESS / ACTIVITIES

Our program will involve physical/sport activities such as:

- Beach volleyball
- Soccer
- Squash
- Swimming
- Jogging
- Beach-Rugby
- Cricket
- Gym

RELAPSE PREVENTION

Relapse prevention is a critical part of the program where we aim to equip residents with the tools needed to prevent relapse. We will present classes using the Mark E Shaw book 'Relapse: Biblical prevention strategies'

BIBLICAL TEACHING / CLASSES

Biblical classes will be presented by a Spiritual leader during the week as part of the syllabus. We will also have a church service on Sundays

BRAIN EXERCISES / CRITICAL THINKING

As we realize that most residents have difficulty with memory as well as making decisions and critical thinking, we have added Brain Exercises to our program in the form of Quizzes, puzzles, riddles and other exercises that will develop Critical thinking abilities.

COMMUNITY SERVICE & CHARITY EVENTS

An important part of our program will consist of community service where we will give resident the opportunity to serve the community. This will include doing small work for the elderly and widows such as mowing lawns, painting and general maintenance.

RECREATIONAL ACTIVITIES

In order to build a relationship with the residents we will make sure there are enough fun activities scheduled during down time. We offer a pool table, dart, board games, beach walks & games, occasional movie nights, swimming, volley ball, sports, braai nights on site. We will also arrange a monthly off-site recreational activity such as go-carts, zip line etc.

FAMILY RELATIONSHIP RESTORATION

We believe that families need to be restored and family members also need counseling and assistance in dealing with the effects that addiction has on the family. We will therefore host family weekends at the Centre to give the opportunity to family members to find restitution. Counselling will also be available for all family members on request

TUCKSHOP

Solas Recovery Centre runs a Tuckshop, which stocks basic toiletries, cigarettes, sweets, chips, chocolates and cold drinks. A price list is available on request. Residents are restricted regarding the number of items that they may purchase on a weekly basis. Residents are allowed to order additional items via order form once per week. Sponsors are welcome to place restrictions or impose a budget. A positive balance should be maintained in each Resident's Tuckshop Account at all times please.

MEDICAL ACCOUNT

It is our experience that residents often require additional health services, whilst in treatment. The cost of these health services will be charged to the resident's Medical Account. Our Medical Department facilitates the referrals and arrangements of these additional medical and health services required by the resident. We do expect the resident to maintain an awareness with regards to Medical Account balances and to ensure that they are not abusing the services available. A deposit of R1500.00 is required upon admission and sponsors will be informed should this amount be depleted. Please take note that the cost of transportation to the relevant health service provider will be charged to the resident's Medical Account and must be factored into the budgeting of this account.

A positive balance is to be maintained in the Medical Account please to ensure that there are available funds for any medical appointments and /or emergencies. Detailed accounts and invoices, will be e-mailed and posted monthly, to claim back from your Medical Aid, if applicable.

*Available health services include, but are not limited to, the following:

Dental Care

Dental care is often needed, especially for residents whose drug of choice is opiates, crack-cocaine and/or crystal meth. We strongly suggest you visit your local dentist, prior to arriving at Solas Recovery Centre, however, if this is not possible, Solas Recovery Centre will be able to assist you, through referral, for the necessary dental care.

General Medical Treatment

Many residents arrive in poor health due to addiction; any visit to the doctor for any medical condition will lead to an additional charge.

CONTACT WITH THE RESIDENT

Telephone

Telephone communication is only permitted after the initial 2 weeks and is at the discretion of the counselling team. Once telephone communication has been opened the resident may receive 2 calls per week at a maximum duration of 15 minutes per call either on a Monday and Wednesday or a Tuesday and Thursday. You can arrange call times with the resident. Should the resident be placed on "supervised" calls then the counsellor will need to supervise the call at a time agreed to by you and the counsellor. Each resident's circumstances are considered with regards to telephonic communication. Should the resident have children, the Social Workers will decide, based on the best interests of the children, how soon and how frequently contact is made.

Written Communication

To allow your resident time to settle into the programme, we ask that you please do not send them letters for the initial two weeks. The resident's Primary Counsellor will inform you when this has been authorized.

Please limit the number of pages per letter to 2. Written communication can be in the form of e-mails

Email: enquiries@drugfree.co.za

Please take note that all letters are screened by the Primary Counsellor prior to being sent or received by the Resident. Letters will be recorded and allocated to the respective counsellors and, as such, letters can take 3 days to process.

Visitation

The first visit will be considered after the first 2 – 6 weeks. The Primary Counsellor will discuss the initial visit with you, it is, however, the responsibility of the resident to request any visits in the Visit Request Book. Please read the separate visitation rules document carefully for all rules pertaining to visits.

All visits are done at managements' discretion.

WHAT NOT TO BRING WITH YOU

We have compiled a list of what you need to bring, please see the attachment. We would however like to encourage you to not bring the following

- Excessive toiletries, mouthwash containing alcohol, perfume or aftershave containing alcohol, aerosols (spray deodorant, tabard spray, hair spray)
- Medicines other than prescribed medication
- Cell phones, radios, MP3 players, CDs, DVDs, iPods, iPads or laptops (only in Halfway House)
- Jewellery and other valuables
- Coffee, health teas, laxatives and protein drinks
- Lighters, lighter fluid, zippo lighters, rolling tobacco, pipes and e-cigarettes
- Scissors, blades and other sharp objects
- Money (Under no circumstances should residents be given any money during their treatment. Please deposit all money into the Tuckshop)

RELEVANT CONTACT DETAILS

Please make use of the following numbers should you need to contact us. We ask that all queries that you may have will be addressed through the correct channels. Good communication is very important during the recovery process

PRIMARY CARE

Peet Joubert	+27 72 197 2910
Tyrell Pillay	+27 79 999 9028
Siphiwe Mkhwanazi	+27 74 601 8504

ADMIN & FINANCE

Tessa Joubert +27 79 551 9296 / enquiries@drugfree.co.za

COUNSELLING

A counsellor will be assigned to each resident after orientation. The contact details of this person will be sent to the Sponsor/parent as soon as possible

CLOSING

We look forward to developing a relationship with you and your family and to walking this journey with you. Please feel free to contact us at any time for support, guidance or information. It is important that we are working together toward achieving the same goals.

SOLAS RECOVERY CENTRE TEAM