

Short Term Residential Program for Adolescents

Admission Information / Packing List

Cancel/Reschedule: Please contact our Admissions Center 24 hours a day, 7 days a week, at 1-888-236-4567.

PARENT/GUARDIAN-All Required, No Exceptions

Proof of Residence (One of the following)

☐ Lease agreement OR utility bill (electric, gas, or cable)

☐ Notarized residency statement (if applicable)

Proof of Income (One of the following)

☐ Recent check stub OR last year's tax return

☐ Notarized statement of support (all

employed household members)

☐ Unemployment Verification Form (if not employed)

Proof of Identity (All Items)

☐ Photo ID or driver's license (if adolescent has one)

☐ Birth Certificate (copy accepted)

☐ Social Security Card (copy accepted)

☐ Immunization records

☐ Proof of insurance (if applicable)

ADOLESCENT- REQUIRED ITEMS

Medication

☐ 30-day supply

☐ In original prescription bottle

☐ Bottle includes adolescent's name & prescribing physician

School Records

☐ Transcript, report card, or withdrawal form

Legal Documents (If Applicable)

☐ Probation or conditions paperwork

☐ Court orders

☐ CPS documentation

☐ Other legal paperwork

Personal Items

☐ Clear, reusable water bottle (*no metal, no glass allowed*)

☐ ***Books, Bibles, or other reading materials (*All items will be reviewed by facility staff for approval.*)

Hygiene Items

Note: (*No Hygiene products with Alcohol are allow*)

☐ Body wash / soap

☐ Shampoo & conditioner (2-in-1 recommended)

☐ Deodorant (Stick Only)

☐ Toothbrush & toothpaste

☐ Comb/hairbrush (No Metal)

Approved Footwear:

☐ 2 pairs close-toe shoes (black and/or white)

☐ Slippers / flip-flops / shower shoes (dorms only)

Approved Clothing

Note: (*Good condition, no holes/rips/tears, loosely fitting*)

6 Solid Color T-Shirts (No Graphics)

☐ White (males) ☐ Black (females)

☐ 2 plain-colored t-shirts

☐ 5 khaki pants (males only)

☐ 5 black pants (females only)

☐ 1 blue/black jeans

☐ 2 pajama bottoms

☐ 2 sleeping shirts

☐ 2 workout/outdoor outfits

☐ 7 pairs underwear (Full Coverage)

☐ 7 bras (required for females)

☐ 7 pairs socks

☐ 1 sweater/jacket (plain, front zipper)

☐ 1 belt (brown or black)

Non-Approved Items

☐ Hygiene products containing alcohol

☐ Razors

☐ Piercings

☐ Cell phones

☐ Towels, blankets, or pillows (*provided by facility only*)

☐ Artificial nails/Artificial Eyelashes

☐ Vape or THC pens

☐ Over-the-counter medications

☐ V-neck shirts

☐ Yoga pants or stretchy pants (*girls*)

Parent / Guardian Frequently Asked Questions (FAQ)

Q: Does a parent or guardian need to be present at admission?

A: Yes. A parent or legal guardian **must be present** at the time of intake. Admissions cannot be completed without a guardian present.

Q: What happens if we forget a required document or item?

A: Missing required documents or items may **delay or prevent admission**. Please review the checklist carefully before arrival to avoid rescheduling.

Q: Can my child bring a cell phone or electronic device?

A: No. **Cell phones and personal electronics are not permitted**. Any prohibited items brought to the facility will be confiscated and not returned.

Q: Can my child bring books, a Bible, or other reading materials?

A: No. **Books, Bibles, and other reading materials are not allowed** at intake. All approved materials will be provided by the program.

Q: What medications can be brought to admission?

A: Only **prescribed medications** are accepted. Medications must be:

- In the **original prescription bottle**
 - Clearly labeled with the adolescent's name and prescribing physician
- Over-the-counter medications are **not allowed**.

Q: Will my child's belongings be searched?

A: Yes. For safety reasons, **all belongings are searched** during admission. Non-approved items will be removed.

Q: What type of water bottle is allowed?

A: Adolescents may bring **one clear, reusable plastic water bottle**.
Metal and glass water bottles are **not allowed**.

Q: How will I communicate with my child after admission?

A: Parents/guardians will receive information about **approved communication times and procedures** after intake is completed.

Q: What clothing is most often not allowed?

A: Commonly prohibited items include:

- V-neck shirts
- Yoga pants or stretchy pants
- Clothing with graphics, tight-fitting items, or damaged clothing

Please review the **Approved and Non-Approved Items** section carefully.