

Epoch Counseling Center

PROGRAM GUIDELINES / MINIMUM REQUIREMENTS

The following guidelines for the intensive outpatient (IOP) and outpatient (OP) program were created in order to facilitate your success in treatment and recovery. Included are expectations of all Epoch clients as well as guidelines specific to each program.

In order to receive a successful completion from the outpatient program, all clients must comply with and fulfill the following minimum program requirements.

CONFIDENTIALITY AND PARTICIPATION:

- Although confidentiality cannot be guaranteed, **clients agree to maintain confidentiality of the center at all times**. Clients should not discuss who they might see in our office with anyone outside of the office and group clients should not repeat anything they hear outside of the group session.
- All clients should participate fully in their sessions to get the maximum benefit.

LENGTH OF TREATMENT PROGRAM:

- Clients may decide at any time to discontinue treatment.
- Because each client's needs are unique, the total number of required sessions (IOP and OP) will vary based on the following factors: abstinence from substances, attendance, avoidance of new legal problems, severity of co-occurring mental health symptoms, participation in sessions, and progress on personal treatment goals.

Intensive Outpatient:

- A successful transfer from Intensive Outpatient Treatment (IOP) to Outpatient Treatment (OP) discharge will generally require clients to complete a **minimum of 12 sessions** (3 sessions per week for at least one month) and demonstrate a minimum abstinence period.

Outpatient:

- A successful discharge will require clients to complete a **minimum of 16 sessions** and demonstrate a minimum abstinence period.

ATTENDANCE:

- Excessive absences may result in an unsuccessful discharge. Remember, your level of investment will determine your treatment results.
- *If a client is absent for **30 consecutive days for ANY REASON** the client will be **automatically discharged**.*

Intensive Outpatient:

- Consistent attendance is expected. The rationale for any missed sessions will be discussed between client and counselor.

Outpatient:

- Three absences are allowed during the length of treatment. For each additional session missed, *two additional sessions will be added to the length of the client's treatment*. Excessive absences may result in an unsuccessful discharge. Remember, your level of investment will determine your treatment results.

URINALYSIS AND BREATHALYZER TESTING:

- To maintain a safe environment, if a client is suspected to be under the influence of drugs or alcohol, a breathalyzer test or instant urinalysis will be administered. If the reading indicates the presence of alcohol or other substances, the client will be seen separately from the group and the situation will be processed with the other group members.
- The counselor reserves the right to ask a client to come in for urinalysis on a day that is NOT your normal session day with appropriate advance notice.
- A refusal to provide a urine sample when requested will be identified as a “behavioral positive,” which is the clinical equivalent of a positive test.
- Repeated positive tests, self-reported use, and behavioral positives indicate the need for a change in treatment. In such cases, additional sessions or 12 Step meetings might be required, or a referral to a higher level of care (e.g. inpatient or IOP, as applicable) may be made.
- For clients referred by the court system, all positive tests, self-reported use, and behavioral positives will be reported to Probation/Parole officers or other court appointed representatives provided that a consent for release of information form has been completed and signed.
- Random urinalysis tests are conducted throughout the course of treatment. The frequency of these tests will be determined by your counselor with a minimum requirement based on the specific program (see below). Clients are responsible for payment of any and all associated fees for urinalysis.

Intensive Outpatient:

- Urinalysis tests are conducted a minimum of once weekly during the IOP phase of treatment.

Outpatient:

- Urinalysis tests are conducted a minimum of once monthly.

MINIMUM ABSTINENCE PERIOD:

- The specific abstinence period required for a successful completion will be based on a mutual decision between the client and the counselor.

Intensive Outpatient:

- In general, clients must demonstrate a minimum of 30 days of abstinence from drugs and alcohol at the time of completion to successfully step down to OP treatment.

Outpatient:

- In general, clients must demonstrate a minimum of 60 days of abstinence from drugs and alcohol at the time of completion to receive a successful discharge.

MEDICATIONS:

- **ALL** prescription medications must be brought in and documented. The counselors will photocopy the actual prescription label.
- Clients may be asked to sign a release for information in order to verify the prescriptions with the provider.
- If a client tests positive for a substance as a result of a prescription that has not been properly documented, the test will be considered as evidence of on-going substance use.

RECOVERY NETWORK: The desire to stop using drugs and alcohol is a critical first step, but may not be enough. As a result, we encourage clients to begin to develop a network of trusting, supportive people who can encourage them to make healthier choices.

- In order to facilitate making these connections, clients are expected to attend recovery based community support group meetings (AA, NA, Celebrate Recovery, Reformers Unanimous, religious support groups, etc.).
- Signed verification slips are required to document involvement with all of these support groups.

Intensive Outpatient:

- Adult clients are expected to attend *at least one community support group meeting each week.*
- Adolescent clients are expected to attend *at least one community support group meeting.*

Outpatient:

- Adult clients are required to attend *two community support group meetings for each month of their treatment program.*
- Adolescent clients are required to attend *at least one community support group meeting.*

EXIT INTERVIEW/AFTERCARE:

Intensive Outpatient:

- It is an expectation that all clients who participate in IOP with Epoch Counseling Center will transfer to another phase of treatment that will meet their needs after completing an aftercare planning session with their primary counselor. To ensure continuity of care, the transfer will be completed within 30 days of the exit interview.
- Clients who successfully complete the minimum expectations of IOP will be stepped down to OP care, generally at the same Epoch Counseling Center office.

Outpatient:

- In order to process the experience of treatment and prepare for a transition to home and community support following discharge, clients are required to prepare a written relapse prevention plan and attend an exit interview.
- Epoch Counseling Center has an open-door policy for all clients following discharge. The counselor is available for 30 days after discharge for emergencies, but clients may re-enter treatment at any time, assuming that they are appropriate for the level of care being sought.
- *REMEMBER... a successful completion from the outpatient program requires that clients meet all program requirements in full.*