Application for Admission

Application Requirements

- ☐ Application form completed and signed by client.
- ☐ Referring person completes page 10 for referral requirements.
- ☐ Medical physician must complete, sign and stamp the medical assessment on pages 11-16.

Admission Criteria

- ☐ All legal, medical, education, employment, and childcare services must be dealt with *prior* to admission so as not to interfere with your treatment program.
- ☐ Remain alcohol and drug free for a minimum of *72 hours (3 days) prior* to date of admission.

Financial Requirements

- ☐ Alberta clients: (must provide a current and valid Alberta Health Care number on the application form): The Government of Alberta has committed to significant investment and changes to addiction treatment and recovery for Albertans. As part of the Government's work and realignment of funding envelopes, all publicly funded residential addiction treatment services are mandated to cease charging Albertans fees for access to publicly funded residential addiction treatment, effective Oct 01, 2020.
- ☐ For clients outside Alberta: Treatment service charge of $305 per day. Must have an agency providing funding confirmation OR if self-paying, payment for the full amount the Tuesday prior to admission for treatment. Clients who arrive requiring Detox there is an additional charge of $350 per day for Medical Detox; the 42 day treatment program begins the day the individual is medically fit and is transitioned into programming.
- ☐ For clients outside of Canada: Treatment service charge of $425 per day, additional charges are attached for Medical Detox. Must have an agency providing funding confirmation OR if self-paying, payment for the full amount the Tuesday prior to admission for treatment. * Refunds will be prorated

Return all 16 pages by mail, email to admissions@poundmaker.org or by fax to our Admissions department at fax 780-459-1876. Omitted information, incomplete or illegible answers may delay your admission.

Application for Admission

What Program Are You Applying For? (Please only check one box)	
☐ 42 Day Drug/Alcohol Program	☐ 42 Day Gambling Program
☐ 14 Day Follow up Program*	

*Must've previously completed Poundmaker's Lodge Treatment program and maintained sobriety since completion.

Legal Last Name	Legal First Name	Middle Name

Other Name(s) Used, First and Last:

Date of Birth (YYYY-MM-DD)	Health Care Number	Age

☐ Male	☐ Female	☐ Other:

Gender Identity: Sexual Orientation:

Mailing Address: City/Town:

☐ No fixed address - please specify which City you reside in:

Province: Postal Code:

Primary Phone: Secondary Phone:

If you do not have a phone, where can we leave a message for you?

Email Address:

Marital Status (Please check one box only)

☐ Single/Never married	☐ Common Law	☐ Divorced
☐ Married	☐ Separated	☐ Widowed

Living Situation:

Ethnicity

☐ Status	☐ Métis	☐ Non-Indigenous
☐ Non-Status	☐ Inuit	☐ Other:

Culture Background: Spiritual Beliefs:

Application for Admission

Treaty Status (if applicable)	
☐ Status	☐ Métis
Band Name:	
10 Digit Treaty Number:	

Residence	
☐ On Reserve	☐ Off Reserve

Education level achieved: (please check one box only)			Employment status/History: (please check one box only)	
☐ 1-6	☐ 7-9	☐ 10-12	☐ Employed	☐ Unemployed
☐ Completed Grade 12	☐ Some Post-Secondary		☐ Not in Labor Force	☐ Student
☐ College Diploma/Degree	☐ University Degree		☐ Retired	
☐ Literacy Level:			Other:	

Next of Kin to be notified in case of emergency:	Relationship to the Applicant:
Primary Phone Number:	Secondary Phone Number:
Secondary next of kin to be notified:	Relationship to the Applicant:
Primary Phone Number:	Secondary Phone number:

If prescriptions or Ambulance services are required, how will they be paid for?
(Income Support, AISH, Personal Benefits, Health Canada (INAC), etc.?)

Benefits Number (e.g.: AISH/Income Support file number, Treaty Number, Blue Cross)

Would you be coming to treatment for Employment Reasons?

☐ Yes:
☐ No

Do you have Child Welfare involvement?

☐ Yes: Worker's Name:
☐ Contact:
☐ No

Application for Admission

Legal Matters

****All Legal Matters must be dealt with *prior* to admission as to not interfere with your treatment****

Please check off any conditions that apply and complete the section below. *(Please submit any legal orders)*				
Federal →	☐ Parole	☐ Statutory Release		
Provincial →	☐ Probation	☐ Recognizance	☐ Conditional Sentencing Order	☐ Temporary Absence
Type of Offence:			Name of Parole/Probation Officer:	
Parole/Probation Officer's Phone:			Parole/Probation Officer's Agency/Office:	
If you have a history of criminal convictions, list the type of approximate dates of conviction(s):				
Please list any recent charges from the past year. (We may require supporting documentation):				

I, _____ confirm that I do not have any current legal matters before the courts or have any legal orders such as listed above. If this is to change during my wait period, I will update Poundmaker's Lodge Treatment Centre with my current circumstances.

Signature: **Date (YYYY-MM-DD)**

Application for Admission

Substance Use and Gambling History

Please describe in detail your alcohol, other drug use and/or gambling

What Substance are you Seeking Treatment for?			
What do you use most often?			
Pattern of use (e.g.: daily, binge)			
Route (e.g.: IV, Oral, Intranasal, Smoke, etc.)			
How long have you used this substance?			
How long has this been a problem for you?			
Date you last used this substance. (YYYY-MM-DD)			
Other Substance Used			
What other substance do you use?			
Pattern of use (e.g.: daily, binge)			
Route (e.g.: IV, Oral, Intranasal, Smoke, etc.)			
How long have you used this substance?			
How long has this been a problem for you?			
Date you last used this substance? (YYYY-MM-DD)			
Other Substance Used			
What other substance do you use?			
Pattern of use (e.g.: daily, binge)			
Route (e.g.: IV, Oral, Intranasal, etc.)			
How long have you used this substance?			
How long has this been a problem for you?			
Date you last used this substance? (YYYY-MM-DD)			
Other Addiction Concerns			
☐ Video games/TV	☐ Sex/Pornography	☐ Food	
☐ Shopping	☐ Relationships	☐ Other:	
Gambling			

Application for Admission

Types of gambling done? (VLT, Bingo, Lottery)	
Pattern of gambling (e.g.: daily, weekends, paydays)	
Amount of money gambled per occasion?	
How long have you gambled?	
How long has this been a problem for you?	
Date you last gambled (YYYY-MM-DD):	

Treatment history for alcohol or gambling problems

Have you previously attended a treatment centre for addictions and/or gambling? And if so, which one(s) and when?	
Reason(s) for previous treatment	
Approximate date(s)	
How long did you remain alcohol, drug, or gambling free after treatment?	

1. Describe in detail how your drinking, drug taking and/or gambling affected you and your life? *(e.g.: effects on family, relationships, employment, health, social life, etc.)*

2. What are your reason(s) for wanting to attend residential treatment?

3. What are the most important areas for you to address while in treatment?

4. Do you have any special needs or problems that we need to be aware of? *(reading and writing English, wheelchair accessibility, hearing difficulties, problem with stairs and long corridors)*

☐ No

☐ Yes, provide details:

5. Are you seeing a doctor regularly for any reason, including refilling medication?

☐ No

☐ Yes, provide details:

Application for Admission

6. Describe current medical problems (e.g.: chronic health issues, recent surgery, injuries, pain, etc.)

7. Have you been hospitalized in the past 12 months?

- ☐ No
- ☐ Yes, provide details:

8. Have you ever experienced mental health concerns? *(e.g. panic attacks, hallucinations/delusions, uncontrollable rage, mood swings, mental illness, etc.)*

- ☐ No
- ☐ Yes, provide details:

9. Describe in detail how the above problems affected you or others both in the past and currently

- ☐ No
- ☐ Yes, provide details:

10. Have you had any thoughts of suicide and/or have you self-harmed?

- ☐ No
- ☐ Yes, describe in detail:

11. Have you attempted suicide?

- ☐ No
- ☐ Yes, describe in detail:

If currently under the care of a Doctor/Psychiatrist/Psychologist, complete the following boxes below

Name:	Phone Number:	☐ Doctor ☐ Psychiatrist ☐ Psychologist
Name:	Phone Number:	☐ Doctor ☐ Psychiatrist ☐ Psychologist

Check method of payment for private treatment and prescriptions for those without coverage

☐ Cash	☐ Certified Cheque	☐ Money Order	☐ Visa	☐ MasterCard

☐ **SFI / Alberta Works / AISH** (Assured Income for Severely Handicapped)
If checked, provide 3rd party contract information

Application for Admission

Name:	Organization:
Phone Number:	Fax Number:
Alberta Works or AISH File Number:	
Alberta Works ONLY – Please provide one:	
☐ Barriers to Full-Time Employment	☐ Income Support
☐ Other (example: Labor Unions, Insurance, GNWT, Homewood Health, etc.)	
If checked, provide 3rd party contact information	
Name:	Organization:
Phone Number:	Fax Number:

Carefully Read the Following

- I understand to be admitted to residential treatment; I must remain alcohol and drug free for at least 72 hours (3 days) prior to my admission date. If I arrive under the influence of alcohol or other drugs, or in withdrawal requiring clinical intervention, I will be referred to a detoxification setting before treatment.
- I understand Poundmaker's Lodge Treatment Centris not responsible for personal costs I may incur (e.g. approved medications) while I am in treatment.
- I understand I cannot schedule any appointments (legal, dental, medical, or personal) for the period while in treatment. I must focus on my treatment program.
- I understand and agree to accept and attend all components of the treatment program as prescribed by Poundmaker's Lodge Treatment Centre including all lectures, 12 step meetings, leisure and group counseling sessions

Signature: **Date (YYYY-MM-DD)**

Application for Admission

Waiver to Release Information

I, _____ authorize any professionals listed on this application (Referrals, Medical Staff, Probation Officers) to release to Poundmaker's Lodge Treatment Centres any information, including but not limited to, medical diagnosis, psychological and/or psychiatric assessments, evaluations and legal matter pertaining to my treatment at the aforementioned centre.

Signature: Date (YYYY-MM-DD) _____

Authorization to Transfer Prescriptions

I, _____ authorize Poundmaker's Lodge to transfer my prescriptions from my current pharmacy to Poundmaker's Pharmacy, in St. Albert, for the duration of my stay at Poundmaker's Lodge. I will bring a 3-day supply of my medications with me and will be provided with the remainder of my medications by Poundmaker's Pharmacy, and I understand I am responsible for coverage/payment for my prescriptions.

Signature: Date (YYYY-MM-DD) _____

Please note that we offer admissions on a **first come first serve basis** and it is your responsibility to contact admissions to ensure your application has been received. Applicants will only be placed on the waitlist once we have received a completed application without any missing information or pages. Any missing information will result in delays. We require the following before you can be placed on the waitlist.

*Please note application **expires after 6 months**, it is your responsibility to keep in contact.

Application Checklist

- ☐ Completed application forms answering all questions leaving no questions blank
- ☐ Include if you've had any recent charges, legal orders, upcoming court, or legal matters (including Probation / Parole Officers name and contact information on page 5)
- ☐ Confirmation of funding on page 8 (who will pay for my treatment) if applicable
- ☐ 2 signatures on page 10
- ☐ Complete referral information on page 11
- ☐ Completed medical portion of application form, including physician's signature and physician's stamp
- ☐ Restricted medication documentation, see page 16 for options (if applicable)

Application for Admission

Referral Requirements

Please note that all referrals must be on a **professional basis**; referrals from friends and family are not accepted.

Referral guidelines – OPTIONAL (Check all that apply. No selection is required.)

- ☐ The referral will be the contact person for the applicant.6
- ☐ The referral will assist with setting up funding and travel (if necessary) for the applicant.
- ☐ The referral will receive a Treatment Summary Report once the client has complete treatment.

This section is to be completed by the referring person only			
Referring Person's Name:			
Agency:		Professional relationship to applicant:	
Business Address:		City:	Province:
Postal Code:		Email:	
Phone Number:		Fax Number:	

Type of Referral *(check the box which most applies)*

☐ AHS Addiction Services	☐ Health/Medical- Doctor	☐ Business/Workplace:
☐ Other Addictions Agency	☐ Justice/legal	☐ EAP
☐ Human Resources	☐ Mental Health Centre	☐ WCB/ Disability Management
☐ Other:		

Readiness for change

☐ Pre-Contemplative	☐ Contemplative	☐ Preparation
☐ Action	☐ Maintenance	☐ Relapse

What is your assessment of the applicant's readiness and motivation for residential treatment?

Other than alcohol, drug or gambling, what issues does the applicant need to address while in the program?

- ☐ Contact the referral for any missing information and to set an admission date
- ☐ Contact the applicant for any missing information and to set an admission date
- ☐ Send a copy of the Treatment Summary Report to the referral once treatment has been completed

Referral's Signature	**Date (YYYY-MM-DD)**
Client's Signature	**Date (YYYY-MM-DD)**

Application for Admission

Medical Assessment

This medical assessment is required as part of the application and must be completed in full by a **medical doctor.**

***Please note we will not accept medicals without the client's name, date of birth, and health card number.**

Patient Name (last, first, initial)	Date of Birth (YYYY-MM-DD)	Personal Health Care Number

Allergies (eg. drug, food, latex, other)	Special Dietary Requirements

Review of Systems (please send relevant reports, eg. CBC, hepatic profile, electrolytes, urinalysis, etc)

EENT	

Respiratory (eg. asthma, COPD)	Cardiovascular (eg. CVA, MI, HTN, arrhythmia, pacemaker)

Gastrointestinal (eg. GERD, history GI bleed, hepatitis, pancreatitis)	Genitourinary (eg. incontinence, BPH, STD)

Musculoskeletal (eg. chronic pain, RA, OA, gout)	Integumentary (eg. psoriasis, eczema)

Neurological: Does the patient have a history of seizures?

- ☐ No
- ☐ Yes:

Hematological/Immune (eg. HIV+, HCV+)	Evidence of withdrawal or intoxication? (eg. ETOH, Opioid)

Other (specify)	

Physical Examination

Height	Weight	Temperature	Pupils	Heart Rate	Blood Pressure	Respiration Rate

Skin		Diaphoresis		Tremor	

Is the patient diabetic?	Year Diagnosed	Is the patient stable?
☐ No ☐ Yes:		☐ No ☐ Yes

Does the patient have MRSA and wound?

- ☐ No
- ☐ Yes, specify latest swab results:

Application for Admission

Is there cognitive impairment?

☐ No

☐ Yes:

Needs assistance ambulating or providing self care?

☐ No

☐ Yes:

When was the patient's last PAP smear? | What were the results?

Pregnancy

Is the patient pregnant?

☐ No, complete all boxes →

LMP | Para | Gravida

☐ Yes, complete all boxes →

EDC | Urine HCG | Blood work | Ultrasound | Blood type

Does the patient have current pregnancy complications or had a history of pregnancy complications?

☐ No

☐ Yes, specify:

Physician managing the pregnancy and delivery:

Phone: | Fax:

Address of planned location of delivery:

TB Screening- Symptoms and History

Check the appropriate boxes	No	Yes
Presence of cough lasting more than 2 weeks	☐	☐
Weight loss, if yes specify ____ lbs. in ____ length of time	☐	☐
Night sweats	☐	☐
Fever	☐	☐
Fatigue	☐	☐
Haemoptysis (blood in sputum)	☐	☐
Previous active TB and treatment	☐	☐
Previous significant Mantoux or chest x-ray results	☐	☐
Extensive travel (or birth) in a country with high incidence of TB	☐	☐
Other risk factors (i.e. aboriginal, elderly, homeless, health care worker)	☐	☐
Poor general health status and risk factors for progress of disease	☐	☐
Further TB screening/assessment required- if yes, please send results	☐	☐

Medical Approval

Application for Admission

In your opinion is this patient medically stable and appropriate for admission to Residential Addiction Treatment?

- ☐ No
- ☐ Yes

Physician's Name	Signature	Date (YYYY-MM-DD)

Psychiatric Review/ History (Please attach any psychiatric evaluations and/or discharge summaries (if available)

Note the **date of last use**, pattern of abuse and severity of addiction
(e.g. alcohol, cocaine, opioids, cannabis, gambling, tobacco, etc.)

Primary: **Secondary:**

Is there evidence of the following? (Please include your judgement related to current severity of mental health concerns)	No	Yes	Comments
Mental development and/or learning disorders? (e.g. depression, anxiety disorder, bipolar disorder, ADHD, phobias, psychosis, schizophrenia)	☐	☐	
Underlying pervasive or personality conditions	☐	☐	
Acute medical conditions and physical disorders aggravating mental health (e.g. brain injury, cognitive impairment, chronic pain, insomnia)	☐	☐	
Contributing psychosocial and environmental factors	☐	☐	
Global Assessment of Functioning	☐	☐	
Is there a history of self-harm, suicidal thoughts or suicide attempts? (If yes, pertinent psychiatric reports/assessments are required)	☐	☐	

Psychological Approval

In your opinion is this patient psychologically stable and appropriate for admission to Residential Addiction Treatment?

- ☐ No
- ☐ Yes

Physician's Name	Signature	Date (YYYY-MM-DD)

Medications (if more room is needed, attach list)

At Poundmaker's Lodge Treatment Centres, we have a **restricted medication list** which indicates medications we do not allow the clients to enter treatment with. Please see the follow page for further details.

Medication	Dose	Route	Frequency	Reason given	Start Date	End Date	Prescribed By	Phone Number

Application for Admission

Please remind patient that in order to be admitted to Poundmaker's Lodge, they need to:

- ☐ Be well enough to participate in the program and remain alcohol and drug free for at least 72 hours prior to Admission.
- ☐ Please discuss any restricted medication at your initial appointment to avoid any delays in processing your application
- ☐ Ensure any new medications not listed above have been pre-approved by the Admissions department
- ☐ If you plan to discontinue any medication(s) we request so in writing by your physician
- ☐ If you receive an alternative medication(s) we request a new prescription list
- ☐ If the patient's medical or psychological condition changes before their scheduled admission date, they must contact the Admissions department.
- ☐ All current medications in their original containers with proper labels. NOTE: Minimum of 2 days and maximum of 4 days' worth – Upon arrival all prescriptions will be filled through Poundmaker's Pharmacy. The contact information to set up prescription transfer is 780-459-7963 (phone) and 780-459-9870 (fax). This MUST be completed prior to admission into Poundmaker's Lodge Treatment Centres.

Client's Name	Signature	Date (YYYY-MM-DD)
Physician's Name	**Signature**	**Date (YYYY-MM-DD)**

Mailing Address:	City/Town:
Province:	Postal Code:
Phone:	Fax:
Primary Physician's Name (if different than above)	
Phone:	Fax:
Other (e.g.: psychiatrist or other specialist relevant to this admission)	
Phone:	Fax:

Please ensure the medical portion is signed and stamped by the medical physician who completed the forms. Failure to do so may cause delays in processing your application.	Physician's Stamp

Application for Admission

Restricted Medication

The following medications are restricted at Poundmaker's Lodge Treatment Centres. *This list is not exhaustive, and other medications may be subject to restriction:*

Opioid Pain Medications	Benzodiazepines
• Codeine & Codeine containing products (e.g. Tylenol #3) • Morphine *(eg. Kadian)* • Fentanyl • Hydromorphone *(Dilaudid)* • Oxycodone *(Percocet, OxyNeo)* • Meperidine *(Demerol)* • Tapentadol *(Nucynta)* • Tramadol *(Zytram, Ralivia, Tridural)* • Pentazocine *(Talwin)* • Propoxyphene *(Darvon)*	• Alprazolam *(Xanax)* • Bromazepam *(Lectopam)* • Lorazepam *(Ativan)* • Oxazepam *(Serax)* • Temazepam *(Restoril)* • Triazolam *(Halcion)* • Chlordiazepoxide *(Librium)* • Clonazepam *(Rivotril)* • Clorazepate *(Tranxene)* • Diazepam *(Valium)* • Flurazepam *(Dalmane)* • Nitrazepam *(Mogadon)*
Psychostimulants	**Miscellaneous**
• Dextroamphetamine *(Dexedrine)* • Amphetamine Mixed Salts *(Adderall XR)* • Lisdexamfetamine *(Vyvanse)* • Methylphenidate *(Ritalin, Biphentin, Concerta)* • Modafinil *(Alertec)*	• Varenicline *(Champix)* • Nabilone *(Cesamet)* • Dronabinol *(Marinol)* • Medical Marijuana • Zopiclone (Imovane)

What if I am taking Methadone or Suboxone for opioid dependence treatment?

- Methadone and Suboxone will be accepted at Poundmaker's Lodge Treatment Centres only if your physician has indicated you are on a stable maintenance dose.
- We suggest dosing prior to coming in on your admissions day to avoid any delay in receiving your medications.

What if I am currently on a restricted Medication?

We have 3 suggestions for restricted medications prior to admissions:

- With physician guidance and supervision, you may be able to discontinue the medication for the duration of your treatment. We suggest making a plan with your physician to taper off any medications.
- You can request from your physician an alternative medication that is not on the restricted medication list.
- In the event the physician feels that there is no alternative to the medication, a medical note may be written by the physician stating the reasoning for the medication as well as the length of time on said medication(s).

Application for Admission

The note from the physician must contain the following:

1. What the medication is used to treat,
2. What dosage the patient is on,
3. What the duration of use is,
4. Statement that there is no alternative medication,
5. What will happen when client is not on this medication,
6. Statement that physician believes this medication would contribute to the client successfully completing Poundmaker's Lodge programming or addiction treatment (it needs to specifically say addiction treatment or Poundmaker's)

*** Restricted medications are always on a case-by-case basis and must be approved by medical staff ***

Physician's Name	Signature	Date (YYYY-MM-DD)
Client's Name	Signature	Date (YYYY-MM-DD)