

**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

Deodorant (Stick Only)

Shampoo & conditioner (2-in-1 recommended)

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.