Instructions for Referral to Residential Treatment

1. **Initial Contact:** Call the Intake Coordinator for a preliminary discussion about bed openings, admission requirements, patient needs, NWITC policies and other questions.

2. **Referrals:** All referrals will need to have the following prior to placement:

   A. **Drug and Alcohol Assessment** from an external facility recommending in-patient treatment ASAM level 111.5. See notes below.
      - If Medicaid, both the Target (pages 1-7) and the HCA Adult Drug & Alcohol Assessment is required.
      - If contract is Purchase Order, Indian Health Services or another type, a current drug and alcohol assessment is needed.

   B. **Payment method established including a way to pay for medications.** NWITC accepts Washington Medicaid for Native clients, purchase order and on a case-by-case basis some private insurances.

   C. **Signed Release of Information** in accordance with 42 CFR and federal HIPPA.

   D. **Patient health questionnaire**- NWITC will review to determine if additional medical screening is required.

   E. **Re-application questionnaire** for any returning client.

3. **Medical Requirements that may be requested include but not limited to:**

   A. History and Physical report.
   B. CBC = Complete Blood Count.
   C. CMP = Comprehensive Metabolic Panel.
   D. A hepatitis screen is advised and may be required if LFT’s are elevated or patient has used intravenous drugs.
   E. Check for pregnancy (if female of childbearing potential).
   F. When cardiopulmonary disorders are present, additional tests may be necessary, including, but not limited to, an EKG and chest x-ray.
   G. If the patient has had mental health issues, such as clinical depression, suicidal ideation or any type of psychological problem, a current and complete mental health evaluation may also be required, along with stabilization or medication if evaluation recommends.
   H. The treatment center’s nurse will review all medical information. There may be additional follow up requested. However, if nothing further is required, the intake coordinator will contact you for an admission date for your client.

---

**Confidential**

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Consent for Release of Confidential Information
Patient’s Referring Alcohol and Drug Program

I, _____________________________________________, hereby authorize the exchange of verbal and written information in the area of physical health, mental health and substance abuse treatment services between Northwest Indian Treatment Center and:

<table>
<thead>
<tr>
<th>Patient’s Referring Agency</th>
<th>Phone Number</th>
<th>Fax Number</th>
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<tbody>
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</table>

Address | City | State | Zip
---|---|---|---
Code

The information to be released and information exchanged includes (please check information we may release):

- Identifying Information
- Admission Registration
- Diagnosis, Date of Service
- General Progress, Condition
- Consultations
- History and Physical
- Laboratory Reports
- Doctors’ Orders
- Progress Notes
- Psychiatric Consultation
- Psychological Evaluation
- Biopsychosocial Summary
- Treatment Plan
- Continuing Care Participation
- Medical Discharge Summary
- Discharge Summary

The purpose of the disclosures authorized is to exchange patient information to provide consultation for treatment planning and aftercare.

Mode of delivery may be made by:  ☒ phone  ☒ mail  ☒ fax  ☒ email  ☒ on-site

I understand that my records are protected under the Federal and State Confidentiality Regulations and cannot be disclosed without my written consent unless otherwise provided for in the regulations (42 C.F.R. Part 2 and the Health Insurance Portability and accountability Act of 1996 HIPPA). I also understand that I may revoke this consent at any time except to the extent that action has been taken in reliance on it. Otherwise it will remain in effect until 180 days after the above client leaves treatment at Northwest Indian Treatment Center.

Signature of Patient  Date  Signature of Witness  Date
Consent for Release of Confidential Information
Patient’s Health Clinic

I, ________________________________, hereby authorize the exchange of verbal and written information in the area of physical health, mental health and substance abuse treatment services between Northwest Indian Treatment Center and:

<table>
<thead>
<tr>
<th>Patient’s Health Clinic</th>
<th>Phone Number</th>
<th>Fax Number</th>
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<tbody>
<tr>
<td></td>
<td>Code</td>
<td>Phone</td>
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<tr>
<td></td>
<td>Address</td>
<td>City</td>
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<tr>
<td></td>
<td>Code</td>
<td>State</td>
</tr>
<tr>
<td></td>
<td>Code</td>
<td>Zip</td>
</tr>
</tbody>
</table>

The information to be released and information exchanged includes (please check information we may release):

- ✔ Identifying Information
- ✔ Psychological Evaluation
- ✔ Diagnosis, Date of Service
- ✔ Continuing Care Participation
- ✔ Doctors’ Orders
- ✔ Medical Discharge Summary
- ✔ Consultations
- ✔ History and Physical
- ✔ Laboratory Reports
- ✔ OTHER:

The purpose of the disclosures authorized in this content is to improve patient care by allowing communication for medical care, medical follow-up care, coordination of care, obtaining medication and pre-admission requirements.

Mode of delivery may be made by:  ✔ phone  ✔ mail  ✔ fax  ✔ email  ✔ on-site

I understand that my records are protected under the Federal and State Confidentiality Regulations and cannot be disclosed without my written consent unless otherwise provided for in the regulations (42 C.F.R. Part 2 and the Health Insurance Portability and accountability Act of 1996 HIPPA). I also understand that I may revoke this consent at any time except to the extent that action has been taken in reliance on it. Otherwise it will remain in effect until 180 days after the above client leaves treatment at Northwest Indian Treatment Center.

Signature of Patient Date Signature of Witness Date
Consent to Exchange Confidential Information
Admission

I, _____________________________,
(Patient Name: First, Last)
hereby authorize the exchange of verbal and written information in the area of physical health, mental health and substance abuse treatment services between Northwest Indian Treatment Center and:

To: _____________________________
(Personal exchanging information to) _______________________
(Phone Number) _______________________
(Alternate Phone Number)

The information to be exchanged are identifying information, transportation arrangements and assessment requirements for admission. The purpose for this exchange is to facilitate admission into treatment.

Mode of delivery may be made by: □ phone □ mail □ fax □ email □ Voicemail / Message

I understand that my records are protected under the Federal and State Confidentiality Regulations and cannot be disclosed without my written consent unless otherwise provided for in the regulations (42 C.F.R. Part 2 and the Health Insurance Portability and accountability Act of 1996 HIPPA). I also understand that I may revoke this consent at any time except to the extent that action has been taken in reliance on it. Otherwise it will remain in effect until 180 days after the above client leaves treatment at Northwest Indian Treatment Center.

____________________________________________________________
Signature of Patient

Date
PATIENT HEALTH QUESTIONNAIRE

PATIENT NAME: ___________________________ D.O.B: _____/_____/_______
PRIMARY HEALTH CLINIC: ___________________________ PHONE NUMBER: __________________
TRIBE: ___________________________ GENDER: Male / Female
COMPLETED BY: ___________________________ TODAY'S DATE: _____/_____/_______

*DO NOT LEAVE ANY SECTIONS BLANK*

Do you currently take prescribed medications?
☐ Yes or ☐ No IF YES, COMPLETE SECTION BELOW

<table>
<thead>
<tr>
<th>Current medications</th>
<th>Dosage</th>
<th>To treat</th>
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Are you on medication assisted treatment (MAT)?
☐ Yes or ☐ No IF YES, COMPLETE SECTION BELOW
Suboxone ☐ Yes or ☐ No
Vivitrol ☐ Yes or ☐ No Other: ___________________________

Do you have any allergies?
☐ Yes or ☐ No IF YES, COMPLETE SECTION BELOW

<table>
<thead>
<tr>
<th>Allergies</th>
<th>Type of reaction</th>
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</table>

Have you ever been hospitalized or had surgery?
☐ Yes or ☐ No IF YES, COMPLETE SECTION BELOW

<table>
<thead>
<tr>
<th>Hospitalizations (reason)</th>
<th>Year</th>
</tr>
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</table>

This information has been disclosed to you from records protected by federal confidentiality rules (42 CFR part 2). The federal rules prohibit you from making any further disclosure of information in this record that identifies a patient as having or having had a substance use disorder either directly, by reference to publicly available information, or through verification of such identification by another person unless further disclosure is expressly permitted by the written consent of the individual whose information is being disclosed or as otherwise permitted by 42 CFR part 2. A general authorization for the release of medical or other information is NOT sufficient for this purpose (see § 2.31). The federal rules restrict any use of the information to investigate or prosecute with regard to a crime any patient with a substance use disorder, except as provided at §§ 2.12(c)(5) and 2.65.
Patient Name: __________________________ D.O.B. / /

Do you have any mental health diagnosis or ever taken mental health medications?
☐ Yes or ☐ No IF YES, COMPLETE SECTION BELOW

<table>
<thead>
<tr>
<th>Mental Health Diagnosis</th>
<th>Mental Health Medications</th>
<th>Year diagnosed</th>
</tr>
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</table>

Have you ever been hospitalized for any mental health reason?
☐ Yes or ☐ No if yes, explain ________________________________________________________________

Do you need assistance with activities of daily living?
(dressing, bathing, toileting, eating)
☐ Yes or ☐ No if yes, explain ________________________________________________________________

Do you have any mobility limitations or use any assistive medical equipment? (cane, walker, wheelchair)
☐ Yes or ☐ No if yes, explain ________________________________________________________________

Are you currently being treated for any medical issues?
☐ Yes or ☐ No if yes, explain ________________________________________________________________

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Patient Name: ___________________  D.O.B. / / 

Do you have any of the following medical conditions?  
Answer all questions Yes or No

<table>
<thead>
<tr>
<th>Condition</th>
<th>Yes or No</th>
<th>If yes, explain below</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diabetes</td>
<td>☐ Yes or ☐ No</td>
<td>Insulin dependent?</td>
</tr>
<tr>
<td>Kidney disease</td>
<td>☐ Yes or ☐ No</td>
<td></td>
</tr>
<tr>
<td>Liver disease (hepatitis, cirrhosis, etc.)</td>
<td>☐ Yes or ☐ No</td>
<td></td>
</tr>
<tr>
<td>Heart disease</td>
<td>☐ Yes or ☐ No</td>
<td></td>
</tr>
<tr>
<td>History of heart attack</td>
<td>☐ Yes or ☐ No</td>
<td></td>
</tr>
<tr>
<td>Chest pain</td>
<td>☐ Yes or ☐ No</td>
<td></td>
</tr>
<tr>
<td>Cancer</td>
<td>☐ Yes or ☐ No</td>
<td></td>
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<tr>
<td>Asthma</td>
<td>☐ Yes or ☐ No</td>
<td></td>
</tr>
<tr>
<td>COPD</td>
<td>☐ Yes or ☐ No</td>
<td></td>
</tr>
<tr>
<td>Tuberculosis or history of positive TB test</td>
<td>☐ Yes or ☐ No</td>
<td></td>
</tr>
<tr>
<td>History of Stroke</td>
<td>☐ Yes or ☐ No</td>
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</tr>
<tr>
<td>High blood pressure</td>
<td>☐ Yes or ☐ No</td>
<td></td>
</tr>
<tr>
<td>History of Seizure</td>
<td>☐ Yes or ☐ No</td>
<td></td>
</tr>
<tr>
<td>History of head injury</td>
<td>☐ Yes or ☐ No</td>
<td></td>
</tr>
<tr>
<td>Chronic pain</td>
<td>☐ Yes or ☐ No</td>
<td></td>
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<tr>
<td>Pregnant</td>
<td>☐ Yes or ☐ No</td>
<td>Due date?</td>
</tr>
<tr>
<td>Current skin issues (open sores, abscesses, wounds, rash)</td>
<td>☐ Yes or ☐ No</td>
<td></td>
</tr>
<tr>
<td>Immune system suppression</td>
<td>☐ Yes or ☐ No</td>
<td></td>
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<tr>
<td>Cold or flu like symptoms</td>
<td>☐ Yes or ☐ No</td>
<td></td>
</tr>
<tr>
<td>Fever</td>
<td>☐ Yes or ☐ No</td>
<td></td>
</tr>
<tr>
<td>Exposure to anyone with COVID-19 virus within the last 10 days</td>
<td>☐ Yes or ☐ No</td>
<td></td>
</tr>
<tr>
<td>OTHER</td>
<td>☐ Yes or ☐ No</td>
<td></td>
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</tbody>
</table>

**NOTE:** If patient has: diabetes, liver disease, kidney disease, heart disease or any other serious health issues NWITC may require a history and physical exam and lab work (CBC and CMP) that has been done within the last 90 days.  

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Medication Payment Agreement

I / we, __________________________________________________________

Please print name(s)

_________________________________________  ______________________

Address  Phone

agree to pay for any medications, medical appointments or emergent care that may become

necessary for ___________________________________, ______________________,

Patient’s Name  Date of birth

during his/her stay in residential treatment at Northwest Indian Treatment Center.

_________________________________________  ______________________

Signature of responsible party  Printed name of responsible party

_________________________________________  ______________________

Title of responsible party  Date

_________________________________________  ______________________

Signature of second responsible party  Printed name of second responsible party

_________________________________________  ______________________

Title of second responsible party  Date

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Admission Questionnaire

NWITC believes that an important aspect of recovery is consistent structure and clear expectations, as well as compassion and warm support.

1. Are you aware of the Northwest Indian Treatment Center rules regarding participation, respectful behavior, and no interaction between genders? Please provide a paragraph describing your commitment to these expectations.

2. If you were discharged in the past for failing to meet these requirements, please describe those behaviors, and your commitment to change.

3. How long were you clean after your last stay? Describe what led to your relapse.

4. Do you have any needs that were not met in your last stay?

5. What is your motivation for returning? Your hope?

Patient Name:____________________ Counselor:________________ Year (s):__________

OUTCOME:________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________

Clinical Signature:_________________ _______________ _______________
_________________ _______________ _______________
What to Bring to Treatment
(Items other than those listed or more than listed will be placed in storage or returned with driver.)

Clothing
- Limit 10 slacks / pants
- Limit 10 shirts / blouses (none that are short, tight, tank tops or low necklines)
- Limit 10 pair socks
- Limit 10 pair underwear
- Limit 1 or 2 pair walking shoes, 1 pair house slippers, 1 pair flip-flops for shower
- Limit 5 pair pajamas or gowns, 1 robe (non-revealing)
- Limit 3 warm sweatshirts or sweaters
- Limit 1 heavy coat 1 light jacket
- Shorts (just above the knee)

Personal Items
(hygiene items must be alcohol free)
- Phone card
- Toothbrush, toothpaste, floss brush, comb, hair gel
- Package of 20 razors
- Shampoo, conditioner, soap
- 1 deodorant
- 1 lotion
- 1 package of Q-tips
- Nail file, clippers, tweezers
- (ladies) sanitary napkins
- 3 containers of cosmetics
- Stationery, stamps, 2 pens, 2 notebooks
- 5 – 6 photographs
- 1 favorite blanket, 1 pillow (if desired)
- Tampons must be cardboard applicator
- Cigarettes or chewing tobacco
- Laundry soap is provided

Food Items
- Pop (Caffeine Free, single servings)
- Aquafina flavored water: 24 limit
- 100% juice: individual - 12 limit
- Hot Chocolate (single servings)
- Top Raman or cup of noodle: limit 24
- Popcorn (no kettle corn)
- Pretzels-regular
- Shelled Nuts (no shell)
- Jerky
- Pepperoni sticks / jerky
- Corn nuts
- Peanut butter /cheese crackers
- Crackers-no graham or Teddy grahams
- Trail mix -no chocolate or candy in the mix

*Electronic Cigarettes, Electronics, watches, Fitbit, i-watch and similar devices are not allowed.
*Please note that fragrances (perfumes, colognes, body sprays, lotions, etc.) are not allowed in any form.

Limit items brought to no more than two suitcases, bags or boxes.