Monarch Women’s Aftercare
Referral Information
January 2015

It is important that the women sign the enclosed ‘Release of Information’, if you require updates or a discharge summary.

Thank you.

Monarch Recovery Services
Women’s Assessment & Referral
Tel: 705-674-5090   Fax: 705-674-8002
Toll Free: 877-431-6713
Dear Referral Agency / Client,

In this package, you will find information about Monarch Women’s Aftercare Program. We offer long-term aftercare for women recovering from alcohol and drug addiction, who seek further guidance and support to maintain an alcohol and drug-free lifestyle.

This is an abstinence-based program with two options for consideration:

1) Supportive Housing (18 years and up) with two apartments, shared accommodations, responsible for own food, rent and clothing.
   - All Monarch Women’s Aftercare Centre programs are compulsory for residents
   - No overnight or weekend staffing
   - Length of stay is 4 to 8 months.

2) Direct Services (for women 16 years and older) is available to women living outside of the Monarch Women’s Aftercare residence. Women can access any or all of the programs.

Once the woman has completed the intake with the Assessment Coordinator, Monarch Women’s Aftercare will contact the applicant regarding eligibility. If eligible, an appointment for an interview will be set to assess and determine suitability. If suitable, a date for admission will be set.

CRITERIA FOR ADMISSION TO ALL MONARCH WOMEN’S AFTERCARE PROGRAMS

- 21 days sober and 28 days drug free.
- Preferably completed a treatment program or a recovery home.
- Demonstrated a personal commitment to recovery.

ADDITIONAL CRITERIA FOR ADMISSION TO RESIDENCE

- A recent TB screen is needed, and if the test is positive, a Chest x-ray is required.
- If a woman is on psychiatric medication, further assessment will be conducted, in consultation with the prescribing physician.
- Will not be considered as condition of probation or parole.


Assessment workers: LYNN JACKSON and JULIE ROVINELLI.
If there is no answer, please leave a message and they will return your call.

PLEASE PROVIDE A COPY OF THE FOLLOWING TO THE CLIENTS:


We thank you in advance for your support and cooperation as we continue to provide service to chemically dependent women.

MONARCH WOMEN'S AFTERCARE
Admission Criteria for Women Looking for Long Term Residential Aftercare

- **Woman age 18 or over**
- Completed a program for substance abuse
- 21 days sober, 28 days drug free
- Desire to develop a healthy lifestyle that includes abstinence
- Commitment to remain at the Aftercare for a minimum of 4 months
- Willingness to participate in all aspects of the program and have a “Plan of Action” designed to meet their individual goals for a successful recovery. (This includes, but is not necessarily limited to, attending self-help groups, one on one counselling and groups, weekly chores and unit activities.)

Rent calculations are as follows:

<table>
<thead>
<tr>
<th><strong>Ontario Work Recipients:</strong></th>
<th>$85.00 + Utilities of 16.00 = $101.00</th>
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</thead>
<tbody>
<tr>
<td><strong>ODSP Recipients:</strong></td>
<td>$109.00 + Utilities of 16.00 = $125.00</td>
</tr>
<tr>
<td><strong>Minimum Rent:</strong></td>
<td>$85.00 + Utilities of 16.00 = $101.00</td>
</tr>
<tr>
<td><strong>Maximum Rent:</strong></td>
<td>$410.00 + Utilities of 16.00 = $426.00</td>
</tr>
<tr>
<td><strong>Employment Rate:</strong></td>
<td>$30%$ of Gross Income + 16.00 =</td>
</tr>
<tr>
<td></td>
<td>(Up to the maximum market rent of $426.00)</td>
</tr>
</tbody>
</table>

All residents must pay a $50.00 security/damage deposit and a $5.00 key card deposit, in addition to the first month of rent.

Laundry facilities are on site.

We have two, 4-bedroom apartments with shared living rooms, kitchens, dining rooms and bathrooms. Clients are responsible for their own food, personal items and transportation.
Discharge Planning for clients completing treatment programming and requiring outpatient services...

...Are you looking to assist women Ages 18-65 who have completed alcohol and drug treatment but require additional outpatient services in our community?

We offer women a choice of **Weekly Aftercare Groups**. These are open groups held Monday evenings (6:30 p.m. to 8:30 p.m.) or Tuesday mornings from 10:00 am until 12:00 noon.

**Individual Counselling Sessions** are available to women in our community who have completed treatment and are attending one of our weekly aftercare groups. We will provide 6 to 8 counselling sessions with the goal of assisting women achieve long-term sobriety and satisfaction with their recovery.

**Weekly Life Skills Groups** are held throughout the year. Clients may choose from numerous workshops such as Self Esteem, Advanced Relapse Prevention, Anger Management, Relationships in Recovery, etc.

Applicants are evaluated individually, and an aftercare plan is developed, based on their goals and the recommendations of the referring primary care facility.

**A Caduceus Group (for medical professionals) is held at the Aftercare site every other Tuesday evening.**

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Monarch Women’s Aftercare Centre  260 Oak Street  Sudbury, ON  P3C 1M9  705-673-2413
To register, call our Women’s Assessment Office at 705-674-5090, 1-877-431-6713
To our referring agencies:

Discharge Planning for clients completing treatment programming and requiring supportive housing...

...Are you looking to assist women Ages 18-65 who have completed alcohol and drug treatment but require additional residential support and services?

We provide a supportive **transitional living environment** that empowers and supports participation in healthy, responsible and productive life changes.

Residents are encouraged to be involved in volunteer work, school or work-related activities. Participation in Self-Help Meetings (AA, NA or Women for Sobriety), and planned leisure/recreational activities are required. Each resident receives individual counselling, aftercare group and life-skills groups designed to enhance self-esteem and learn to establish and maintain healthy relationships, training specific in meeting the challenges of women. Monarch uses a therapeutic approach that embraces the decision-making process that women encounter while learning to live and thrive, free of addictive behaviours.

Rent calculation is as follows:

<table>
<thead>
<tr>
<th>Category</th>
<th>Calculation</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Ontario Works Recipients:</strong></td>
<td>$85.00 + Utilities of $16.00 = $101.00</td>
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<td><strong>Employment Rent:</strong></td>
<td>30 % of Gross Income + Utilities $16.00</td>
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Monarch Women’s Aftercare Centre  260 Oak Street  Sudbury, ON  P3C 1M9  705-673-2413
To register, call our Women’s Assessment Office at 705-674-5090, 1-877-431-6713
Monarch Women’s Aftercare Residential Program

Two four-bedroom apartments are available for women completing an addiction treatment or recovery program, 21 days sober or 28 days drug free, and a personal commitment to recovery! Rent is geared-to-income.

Apartment Description

Located in a beautifully maintained house, each apartment provides a separate bedroom but shared kitchen, dining, living room and bathrooms. Residents purchase their own clothing, personal items, and food. Residents care for and maintain their own apartments through shared household chores.

Length of Residence

All residents are asked to commit to a minimum stay of 4 months, with the purpose of promoting stability and structure in their recovery. The maximum length of stay is 8 months.

Guidelines for Residence

A full set of Rules of the Centre can be obtained through the Assessment Office.

Program Requirements

Residents are encouraged to volunteer, work, attend school or be involved in work-related activities. They are also required to participate in Self-Help Meetings (AA, NA or Women for Sobriety), and planned leisure/recreational activities. Each resident receives individual counselling, aftercare and life-skills groups. These are designed to enhance self-esteem and learn to establish and maintain healthy relationships, specific to meeting the challenges of women. Monarch uses a therapeutic approach that embraces the decision-making process that women encounter learning to live and thrive, free of addictive behaviours.

Monarch Women’s Aftercare Centre 260 Oak Street Sudbury, ON P3C 1M9 705-673-2413
To register, call our Women’s Assessment Office at 705-674-5090, 1-877-431-6713
# What to Bring When Moving Into Aftercare Residence

**Monarch Recovery Services, Women's Aftercare Site**  
260 Oak Street, Sudbury, Ontario P3C 1M9  
705-673-2413

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<table>
<thead>
<tr>
<th>Clothing</th>
<th>Toiletries</th>
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<tbody>
<tr>
<td>Bedroom size is limited, therefore bring only what you need for the 4 to 8 months you will be in residence. Please come prepared for the cold Sudbury winter. You must provide your own hangers for the closet.</td>
<td>Bring with you or plan to get shampoo, toothpaste, toothbrush, toilet paper, feminine hygiene products, deodorant, etc. We allow perfume in residence, but absolutely DO NOT permit mouthwash containing alcohol.</td>
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</tbody>
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<thead>
<tr>
<th>Medication</th>
<th>Money</th>
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</thead>
<tbody>
<tr>
<td>It is important that you bring all your medication with you, as you must continue your treatments as prescribed by your physician. Staff must approve all medication(s) upon admission and throughout your residency. Please try to arrange pre-packaged blister packs through your pharmacy.</td>
<td>Plan to bring enough to purchase groceries and to pay rent, damage and key card deposits. If you are applying for Social Assistance, we will work with you while you wait for startup. You may want to schedule an Ontario Works appointment once you know your admission date.</td>
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<thead>
<tr>
<th>Food</th>
<th>Cleaning Supplies</th>
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</thead>
<tbody>
<tr>
<td>You will be buying all your own groceries and preparing your own meals. There is an Independent Grocer in walking distance.</td>
<td>We provide Mr. Clean, Fantastic and Windex. You provide dish soap, laundry soap, and fabric softener.</td>
</tr>
</tbody>
</table>

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<tr>
<th>Proof of Income and Identification</th>
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<tbody>
<tr>
<td>Rent is geared-to-income. You will be required to provide proof of income for rent calculation. If you are applying for Social Assistance after admission, we will provide you with the proper paperwork.</td>
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<table>
<thead>
<tr>
<th>What we provide...</th>
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<table>
<thead>
<tr>
<th>Bedroom</th>
<th>Kitchen, Living Area &amp; Laundry Room</th>
</tr>
</thead>
</table>
| ✓ individual bedroom with single bed, dresser, desk, chair, nightstand and safe  
✓ 2 pillows, 2 sheet sets, 2 blankets, quilt and pillow sham, mattress and pillow protectors  
✓ 2 bath towels, 1 hand towel and 1 facecloth. | ✓ shared kitchen, kitchen table set, pots, pans, plates, glasses, cups, cutlery, and tea towels  
✓ toaster, coffee maker, kettle  
✓ microwave, stove, fridge and freezer  
✓ furnished shared living area with television and radio  
✓ shared washer and dryer (free of charge) |

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If you have any questions about what to bring, please contact the Housing Coordinator at 705-673-2413 ext. 22, Fax: 705-673-6919
PHILOSOPHY
We recognize that chemical dependency is a treatable disease. The recovery process may take from two to five years. This involves learning to balance the mental, emotional, physical and spiritual areas of life clean and sober. Monarch Women’s Aftercare exists to provide the opportunity for recovering women to re-build their lives with dignity and self-respect. We believe that given support and guidance, our participants can learn to be caring, independent, self-sustaining women, who can be their own best friends.

PROGRAM MODEL (Long Term Residential and Out-patient Aftercare Programming)
We offer individual and group counselling, as well as life skills programs. Outpatient participants are asked to have abstinent goals and to make a commitment to the program they choose to participate in. Each resident of our two four-bedroom apartment is asked to abstain from the use of alcohol and other drugs: attend self-help meetings, utilize a sponsor, engage in some form of regular physical exercise, develop a healthy social life and use their time constructively (e.g. work, attend school, volunteer time, etc.) in addition to participating in our in-house programming. We encourage women to familiarize and utilize community resources as part of their recovery.

REFERRAL PROCESS
The women are expected to be a minimum of 21 days alcohol-free and 28 days drug-free, preferably have participated in a treatment or recovery home program, and have demonstrated a personal commitment to recovery. An assessment interview will be required with the Assessment Office (705-674-5090), to determine suitability, prior to acceptance into the program. We do accept Methadone clients for residence; however, they must pick up their drinks daily from a dispensing site. Methadone is not stored or brought on site (no carries).

Referrals come from self, family, friends, employers, clergy, doctors and other addiction and social service agencies. When admitted into Monarch Women’s Aftercare residence, the women will participate in all aspects of the program. Outpatient clients and their counsellor will determine what programming would be most beneficial to them.

LONG TERM AFTERCARE RESIDENTIAL PROGRAM
We ask the women to make a commitment of a minimum of 4 months, with the purpose of promoting stability and structure in her recovery. The maximum length of stay is 8 months.

The clients are responsible for their rent (geared-to-income), food and clothing. As well, they are required to share in the household chores. This is a co-operative living arrangement and the house policies and guidelines are designed for the benefit of both the individual and her housemates.

CLIENTS WHO DRINK/USE DRUGS
We are an aftercare program, and it is not uncommon for clients who have been through treatment to either drink again or use drugs. If this occurs, we will meet with the client to assess the situation. If the client is a community client and appears willing to try again, we will continue to work with her and perhaps design a new plan of recovery. If a resident drinks or uses drugs, she will be sent to the local Withdrawal Management Centre, and may be given an opportunity to return to the program, under contract.

CONFIDENTIALITY
We make every effort to protect the confidentiality of the clients. Therefore, information is not released without the clients’ written consent. The written consent is used for both the receipt and transmission of information.
CONSENT FOR RELEASE OF CONFIDENTIAL INFORMATION

260 Oak Street, Sudbury, Ontario   P3C 1M0
Tel. 705-673-2413   Fax. 705-673-6919

RE: ________________________________   DATE of BIRTH ________________________________

Having read and understood this form, I hereby authorize Monarch Recovery Services to
RELEASE/REQUEST the following information to/from the person/agency listed.

In order for this release to be valid, one column must be checked and initialed by the client for each area of
disclosure.

PERSON / AGENCY:                           YES   NO

___________________________________________________   ____________

Contact Information: Tel.: (______)_______________

(mandatory) Fax.: (______)____________________

AREA OF DISCLOSURE:                           YES   NO

INTIALS

___________________________________________________

1. Assessment and Treatment Planning Information________   □   □   ____________

2. Discharge Summary_______________________________   □   □   ____________

3. Progress Reports_______________________________   □   □   ____________

4. Confirmation of Attendance/Completion______________   □   □   ____________

5. Legal Status (i.e. court cases, parole, probation)________   □   □   ____________

6. All information pertaining to Methadone/Suboxone______   □   □   ____________

7. Other (specify) __________________________________   □   □   ____________

___________________________________________________

All addiction services funded by the Ontario Ministry of Health and Long-Term Care are required to provide information
about the number of people served, their characteristics, and the services they received. This information helps with planning
and showing the importance of what we do. To meet this obligation to our funder, we will request some basic information
about you. If you choose to decline any specific questions, this will have no influence on the quality of services you will
receive.

NOTE: I understand that no other information will be released to any other person without my written consent unless these
persons have a court order or are concerned with my medical treatment in an emergency situation.

I also understand that I can withdraw my consent to the release/request of information at any time and that in any event this
form will void 180 days from the day of my signature.

In order for this release to be valid, this form must be completed in its entirety.

Client’s Signature: ________________________________   Date: ________________________________

Witness: ________________________________   Date: ________________________________