

Admission checklist

Welcome! To help make your admission go smoothly and your stay as comfortable as possible, we ask that you read through this checklist. By following this list, you will arrive with all the necessary documents and personal items. If you have any questions after reading the list, please contact our admissions department at 800-767-4411 and ask to speak with the program's admissions coordinator.

What to bring with you

Required items:

- Immunization records.
- Insurance card, prescription card and current prescribed medications in their original container. *Please do not transfer medications into a daily pill dispenser.*
- Signed interstate compact agreement from local state agency (if you are coming from outside the State of Wisconsin), if applicable.
- Completed "Provider Contact Info" form with name and contact information for outpatient providers (primary care provider, psychiatrist, therapist, etc.) and school

Recommended items:

- Current medical history and physical (examination must be within the last six months of your admission date to be considered current).
- A list of all current AND previous psychiatric medications, including dosage, who prescribed them, length of time you have been taking them (or how long they took them for if they are no longer taking the medications), and what they were prescribed for.
- Current dental records (check-up must be within the last six months of your admission date to be considered current).

Optional items:

- Books and other reading materials.
- Weighted blanket (must remain in your room).
- Pictures of family and friends for your room; no frames are permitted.
- Some musical instruments (please review with our admissions staff).

- Current psychiatric evaluation or psychological testing, if available.
- Discharge summary from your last hospitalization, if applicable.
- Comfortable clothing and outerwear appropriate for the season (layering is recommended). *Provocative clothing (this includes crop tops, excessively short dresses, skirts, or shorts, and any item of clothing with excessive ripping or tearing) and/or jewelry which refers to alcohol/drugs, political or religious beliefs, or promotes violent themes/behaviors is not allowed.*
- Tennis shoes, boots, and proper footwear for outdoor and indoor activities. Shower shoes are optional but recommended.
- Robe, slippers, and sleepwear. We provide linens – towels, washcloths, sheets, comforter, and pillow – however, you may bring your own if it makes you more comfortable.
- Personal hygiene items (toothpaste, toothbrush, shampoo, comb, deodorant, cosmetics, etc.). *Please note that only electric razors are permitted. Disposable razors are prohibited. Hair dryers, curling irons, and hair straighteners are prohibited.*
- Spending money (plan on \$40-50 per month for group outings and personal hygiene items). *Residents will not have direct access to money, and it will be stored in a lockbox in a room only accessible by staff. Staff will keep a running log of any money spent.*

Items not allowed: *Staff will have a family member take these items back home if they are found.*

- Any items restricted by law.
- Hair dryers, curling irons, hair straighteners, etc.
- Candles or incense; matches or lighters.
- TVs or personal DVD players; laptops/notebooks/Chromebooks (even those provided by school)
- Perfumes, colognes, or items with a noticeable aroma.
- Perfumes/colognes, mouthwashes, skincare products, and hair products with alcohol denat/isopropyl alcohol/ethyl alcohol listed in the first three ingredients. *The following types of alcohol are allowed in the first three ingredients: cetearyl alcohol, stearyl alcohol, cetyl alcohol, and lauryl alcohol.*
- Phones, smart watches, MP3 players, iPods, Fit Bits, and any electronic devices with built-in cameras, text messaging, internet access or recording capabilities.

Length of stay

Length of stay varies, but the average length of stay is six to eight weeks. Please keep in mind that this is only an approximation, as your child may need a shorter or longer length of stay. It is best to plan on your child being here for at least the entire two months. Length of stay is dependent on a variety of factors, with the most significant factor being your child's engagement in and motivation for treatment. Discharge is based on progression in treatment, not on a specific date. Additional factors include your child's discharge plan and step-down program availability. Discharge planning will be discussed weekly in family meetings.

Insurance also plays a role in your child's length of stay. Our utilization review staff will review on your child's progress with your insurance company. It is possible, though unlikely, that your insurance company may decide to deny further treatment based on their opinion of whether your child needs continued residential care. In the event that this occurs, our utilization review staff will contact you to discuss this and set up an appeal. The appeal is conducted by your child's psychiatrist. If the insurance company denies the appeal, self-payment would start the next day.

Please note that, should your child experience an acute crisis that necessitates a transfer to an inpatient facility (either within the Rogers system or externally, depending on bed availability) within the first 14 days of the program, we are unable to hold their bed. Once your child is stabilized and it is determined that a return to the program would be beneficial, we will work to have them return to the program and to the same treatment team as quickly as possible. Please be aware that, if we do not have a bed available for them to return to, they may need to discharge and wait until we have a bed available again.

Pharmacy and medication information

Your guardian is responsible for checking with your insurance provider regarding prescription drug coverage during your stay. After admission, the program's staff will review your medications and order medications through an outside pharmacy contracted to provide services for Rogers Behavioral Health and numerous health care organizations in the area. Your medications used while in the program are ordered in unit/dose packaging (a "bubble-pack" or "blister pack") which is required to ensure the safe handling and storage of medications in our residential treatment centers.

Billing information

In addition to the residential treatment charges from Rogers Behavioral Health, you will receive separate invoices for psychiatry services provided by the psychiatrists. You will receive a statement of these charges, regularly, while you are in treatment. If you have any concerns about this, please contact patient financial services at 262-303-2180 or CS-PFS@rogersbh.org

Please note that medical services are separate from the behavioral health treatment services provided by Rogers Behavioral Health. You will also be responsible for any medical services provided during your stay. You will receive separate invoices from these independent practitioners. These invoices are your responsibility, and you should make payment arrangements directly with them.

General program information

- Residents will be assigned a care team and bedroom when they arrive to the unit. The care team includes your child's therapist, psychiatrist, and behavior specialist. There is no selection process for the care team; residents are assigned to whichever team has an opening. Residents share a room with a roommate of the same biological gender and the unit is coed.
- Residents can receive mail and packages, and these can be sent to the following address:
Attention: (addressee's name)
Focus Depression Recovery Adolescent Residential Care
Rogers Behavioral Health
34700 Valley Road
Oconomowoc, WI 53066
- Breakfast, lunch, dinner, and snacks are provided. There are three snack periods per day: one in the morning, one in the afternoon, and one in the evening. Residents cannot receive any home baked goods, meals, or snacks due to the possibility of allergens that could affect other residents on the unit. Grapefruit is not allowed due to its interaction with various medications.
- Parents are welcome to order their child items from Amazon or other online stores while in the program using the address above. We recommend only ordering your child necessary items such as toiletries and other hygiene-related items.
- Family can drop items off for residents and when doing so will drop items off at the front desk in the Main hospital. From there a Residential Care Specialist will go and pick up the items for the resident.
- Individual and group treatment modalities are used in this program. The program at Focus consists of 50% cognitive behavioral therapy (CBT) and approximately 50% dialectical behavioral therapy (DBT). Skills groups for these treatments are held for one hour five days per week and are facilitated by your child's behavior specialist and therapist, respectively. Additional therapeutic modalities include recreational therapy and art therapy, pet therapy, individual therapy, family meetings, and group outings.
- Residents will meet with their therapist once a week for 60 minutes. Family meetings with their treatment team will be held once a week for one hour. Residents meet with their behavior specialist at least once a week and meet with their psychiatrist for approximately 20-30 minutes once or twice per week.
- Residents will attend both CBT and DBT daily, Monday-Friday. Residents will participate in Recreation or Art Therapy once per day, Monday-Thursday and every other weekend. Pet therapy is held once per week. Please note that the pet therapy facilitators are volunteers and not employed by Rogers, so there may be weeks where pet therapy is not able to be held based on their schedules.
- Prior to discharge, your treatment team will assist you in establishing an appropriate plan for follow-up care. Discharge plans may change based on several variables such as progress in the program, availability of programs in your area, and insurance coverage of recommended programs. Starting shortly after your admission, you will start working closely with your therapist on your discharge plan. It is generally recommended that your child step down to a Rogers Partial Hospitalization Program (PHP). Please note that you may be asked by your child's treatment team to contact providers as well. The treatment team will provide additional resources and work with you to find the best fit for your child.
- Laundry facilities are covered by insurance and detergent is provided; every resident will have an assigned laundry day each week.

Program expectations

- All residents are required to participate and engage in programming. The program is a structured program (see schedule attached) and residents are expected to actively participate in each aspect of the program.
- Residents will be assigned levels while in the program. Levels consist of red (imminent safety concerns or major behavioral concerns), yellow (moderate safety or behavioral concerns), and green (no safety or behavioral concerns). Residents will move up levels by staying safe, participating in programming, doing their assignments, and meeting the expectations of their clinical team. As residents move up in levels, residents receive more privileges within the program. The level system will be explained in greater detail during your child's admission process.
- Residents will receive and are expected to complete homework from CBT and DBT group, as well as individual homework from their therapist and behavioral specialist.
- Residents are not allowed to nap or be in their rooms during program hours, barring extreme circumstances such as a confirmed case of COVID-19. Bedroom doors are locked prior to breakfast and after not unlocked until 6:30 pm.
- Residents are expected to keep their room clean throughout their stay in the program.
- There is no gambling allowed in the program.
- There are no substances allowed in the program. This includes illegal drugs, cigarettes, alcohol, vapes, cigars, and pipes. Our program does not use nicotine patches.
- Residents are expected to keep appropriate physical and emotional boundaries with their peers. Consistent violation of boundaries with a peer or peers may result in a peer restriction being put in place by the treatment team, meaning the residents are not allowed to speak to or spend time with each other outside of a group setting.
- Residents are not allowed to purchase, share, or lend things to their peers or staff
- Residents are to follow staff redirection when talking about inappropriate topics of conversation (drugs, alcohol, medications, diagnoses, etc.). Frequent disregard for redirection may result in your child's level being changed to yellow or red, depending on the severity of the situation.