

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 at our treatment center with all the necessary documents and personal items. If you have any questions after reading the list, please contact our West Allis admissions department at 800-767-4411, ext. 3781 (toll-free nationwide) or 414-328-3781 (metro Milwaukee area) and ask to speak with the program's admissions coordinator.

What to bring with you

Required items:

- Latest medication information, current psychiatric evaluation, and discharge summary from last treatment facility, if applicable.
- Insurance/Prescription cards, as well as names, addresses, and phone numbers of current outpatient providers.
- Discharge summary from your last treatment facility, as applicable.
- Current supply of prescribed medication (uncut), any store-bought medications (in original container, unopened), any other medical supplies (Epi-pens, inhalers, diabetic supplies, CPAP with distilled water).
- ID/Driver's license; cash, and/or credit/debit card.
- Clothing (appropriate for the season and for the therapeutic environment); swimsuit (swim trunks, one-piece, or "tankini"); and footwear for indoor/outdoor activities, showering, and to wear around facility at all times except your bedroom.
- Personal hygiene items (shampoo, conditioner, body wash, deodorant, brush/comb, toothbrush (preferably non-electric), and toothpaste. A shower caddy is recommended, as you cannot leave hygiene items in bathrooms)
- Optional:** cordless fan; MP3 Player/iPod/CD player; stationary/stamps/envelopes; pictures of family/friends (no frames).

Restricted items:

These must be checked in and out of a personal bin stored in the staff office.

- Any liquids, lotions, conditioners, and gels that contain alcohol in the first three ingredients.
- Sharp items, such as scissors, razors, tweezers, nail clippers, notebooks with wire spirals, and any glass/porcelain items.
- Cell phones: smart phones with cameras are allowed; however, phones will be restricted in two ways:
 1. Will be kept in the staff office and may only be used during scheduled phone times.
 2. Camera, internet, and all social media will be disabled upon admission and re-enabled upon discharge.
- Miscellaneous items: tablets/kindles; CDs; aerosols; cigarettes; car keys; and anything with cords/heat/electricity (hair dryer, phone chargers, etc.).

Prohibited Items:

Items you should not bring or will be sent home.

- × Firearms, knives, weapons, alcohol, and drugs
- × Vapes, cigars, pipes, electronic cigarettes
- × Candles, incense, matches, and lighters (if you smoke, a lighter will be provided for you)
- × Larger home items (TVs/DVD players, standing fans, lamps, cookware, cameras, frames, bedroom decorations, etc.)
- × Miscellaneous items: R/unrated movies; hangers/hooks; hair removal products (i.e. Nair); baked goods; reusable water bottles.
- × Laptops (please talk with admissions if you have any extenuating circumstances in which a personal laptop may be needed)

Please review other side for important information

If you smoke:

We recognize that some people who come to the center are smokers or use other tobacco products. While no tobacco products (cigarettes, cigars, pipes, snuffs, chewing tobacco, etc.) or ignition materials (lighters, matches, etc.) may be used inside the buildings, there is a designated smoking area for residents located outside the building. There are designated smoking times (approximately 10 smoke breaks a day). We also recognize that many people with tobacco/nicotine addiction want to quit, and our physicians are eager to assist you if you decide to address your nicotine addiction while in treatment here.

Family members and/or friends accompanying you should know that, even though allowances are made for residents in treatment to smoke in a designated smoking area, Rogers Behavioral Health's West Allis hospital is smoke-free. Family members and visitors are unable to smoke anywhere on our property and are not allowed to use the designated smoking area.

Visitors:

Visits with family members and/or approved members of your support system is reserved for weekends and holidays. Therapeutic programming takes place all seven days during the week, but the focus of programming on the weekends is such that it allows a bit more time for visits compared to the rigor of the weekdays. For confidentiality and safety purposes, any visits must be planned and approved of in advance by your treatment team. The team considers many facets of your overall treatment when deciding upon duration, location, and approval of any visitation passes. Earlier in your treatment stay, in-building and on-campus passes are typically approved, while off-grounds and possible independent passes may be approved later in your stay.

Vehicles:

You may have a vehicle while at Rogers; however, it must be registered at the program's staff office and your license plate number recorded. Vehicles must be parked in the designated parking lot and keys must be turned in upon admission. While in treatment access to vehicles must be approved by treatment team. Vehicle use during treatment may be approved when/if leadership status is obtained or upon discharge.

Pharmacy and medication information:

Rogers Behavioral Health contracts with an outside pharmacy that provides services for numerous health care organizations in the area and provides the best possible services for you and your family. Bring your medications in their original container or unit dose packaging (ask your local pharmacist for this service). Unit dose packaging is a state regulation requirement intended to ensure the safe handling and storage of medications in our facility.

Nursing information:

We do have nurses working in the center; however, this is primarily for consultative services. Please address any major medical issues prior to your admission.

Length of stay:

The length of stay in the program is variable and depends on several factors, including your past history, current symptoms, support systems, resources, risk factors as well as your response to and engagement in treatment. We estimate the average length of stay to be approximately 45 to 60 days. Please keep in mind that this is only an approximation, as you may need a shorter or longer length of stay.

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@rogersb.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.