

# ENTRY APPLICATION



# HIS WAY

582 Shields Road, Huntsville, AL 35811  
(256) 859-7377

Thank you for your inquiry about His Way. Any individual seeking acceptance into His Way must fill out this form completely before entry. His Way is a Christ centered recovery program for men who struggle with addiction. Our programs are designed to give our men an opportunity to get their lives back! One of the main goals of our program is for our client to be honest with others and themselves. Remember that a changed heart is the only way to a changed life. Be sure to fill out this form truthfully and carefully, not omitting any details.

Date: \_\_\_\_\_

Name: \_\_\_\_\_ Age: \_\_\_\_\_  
                    First                    Middle                    Last

Have you ever applied to or been a former client at His Way?  Yes  No When? \_\_\_\_\_

Which are you applying for?  Nine-Month Residential Program (**Huntsville**)

Six-Month Residential Program (**Atlanta**)

## **Personal Information:**

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone: (\_\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_\_) \_\_\_\_\_

Alt Phone: (\_\_\_\_\_) \_\_\_\_\_ E-mail: \_\_\_\_\_

Social Security #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

Driver License #: \_\_\_\_\_

Race: \_\_\_\_\_ Gender:  Male  Female

### *Emergency Contacts:*

Name: \_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_

### *Military status:*

Have you ever served in the U.S. Armed Forces, Reserves, or National Guard?  Yes  No

## **Family Information:**

Status:  Married  Girlfriend  Divorced/ Separated  Single/Never Married

Spouse/ Significant other's/ ex-wife's name: \_\_\_\_\_

Do you have children?  Yes  No # of children (please list below): \_\_\_\_\_

Name	Age	Residence

Father's Name: \_\_\_\_\_ Deceased:  Yes  No

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone: (\_\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_\_) \_\_\_\_\_

Alt Phone: (\_\_\_\_\_) \_\_\_\_\_ E-mail: \_\_\_\_\_

Mother's Name: \_\_\_\_\_ Deceased  Yes  No

Street Address: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone: (\_\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_\_) \_\_\_\_\_

Alt Phone: (\_\_\_\_\_) \_\_\_\_\_ E-mail: \_\_\_\_\_

**Substance Abuse Information:**

(This information is confidential and will not affect your application)

Please list in order of preference all drugs used.

Drug	Age at first use	Date of last use

Have you ever been in a recovery program?  Yes  No

Program Name: \_\_\_\_\_ Location: \_\_\_\_\_ When: \_\_\_\_\_

How long? \_\_\_\_\_ Did you complete?  Yes  No

If no, why did you leave? \_\_\_\_\_

Program Name: \_\_\_\_\_ Location: \_\_\_\_\_ When: \_\_\_\_\_

How long? \_\_\_\_\_ Did you complete?  Yes  No

If no, why did you leave? \_\_\_\_\_

Program Name: \_\_\_\_\_ Location: \_\_\_\_\_ When: \_\_\_\_\_

How long? \_\_\_\_\_ Did you complete?  Yes  No

If no, why did you leave? \_\_\_\_\_

Do you consider yourself an alcoholic/ addict?  Yes  No

Are you willing to commit to the His Way program on our terms?  Yes  No

Are you currently attending AA/ NA/ CR meetings?  Yes  No

What is currently happening in your life? (Describe)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Describe your using history. When did you start? Describe the development of use and major events that contributed to use.

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**Legal Information:**

Do you have an attorney  Yes  No

If yes, Attorney's name: \_\_\_\_\_

Location: \_\_\_\_\_ Phone: \_\_\_\_\_

Are you on probation/ drug court/ community corrections?  Yes  No

If yes, Probation Officer's name: \_\_\_\_\_

Location: \_\_\_\_\_ Phone: \_\_\_\_\_

Are you court-ordered to complete a recovery program?  Yes  No

If yes, list Judge/ PO and explain: \_\_\_\_\_

Have you ever been charged or convicted of a sexual offense?  Yes  No

If yes, please explain: \_\_\_\_\_

Have you ever been charged of a convicted of a violent crime?  Yes  No

If yes, please explain: \_\_\_\_\_

List all prior convictions and/ or pending charges:

Charge	Date	County	State	Disposition/ Status of case

**Referring Agency:**

Were you referred to His Way?  Yes  No

If yes, by whom: \_\_\_\_\_

**Financial Information:**

**Huntsville Residential Program:** The entry fee is **\$800**, which covers the first 60 days of program fees as well as intake and case management fees. NOTE: \$400 of the entry fee is NON-REFUNDABLE.

**Atlanta Residential Program:** The entry fee is **\$1,250**, which covers the first 30 days of the program as well as intake and case management fees. NOTE: \$250 of the entry fee is NON-REFUNDABLE.

**Re-Discovery Program (non-residential):** The initial cost is **\$70** which covers the first session plus curriculum materials. The cost is **\$50** per session thereafter.

Can you secure the funds to cover the entry fee?  Yes  No

Do you have a state-issued identification?  Yes  No

Are you court-ordered to pay child support?  Yes  No

Do you receive ongoing financial reimbursement for any  Yes  No

Reason (SSI, Disability, Medicaid, Trust Fund, etc.)

If yes, please explain: \_\_\_\_\_

Are you currently employed?  Yes  No

If yes, please explain: \_\_\_\_\_

Please describe your work history: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Do you understand that obtaining full-time work while in  Yes  No  
the residential program at His Way is required?

**Educational Information:**

Did you graduate High School or obtain a G.E.D.?  Yes  No

If no, what was the last grade you completed? \_\_\_\_\_

Did you graduate college?  Yes  No

If no, how many years did you complete? \_\_\_\_\_

Do you have any educational goals?  Yes  No

If yes, please explain: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Medical Information:**

His Way's policy strictly prohibits the use any type of prescription narcotic or psycho-active medications while a client in our residential program but may be allowed for clients in our non-resident program.

We are not a detox facility; however, His Way staff will determine, on a case-by-case basis, whether detoxification is required prior to program entry. Reference page 10 for detox center resources.

Tuberculosis testing is required prior to entry into the His Way residential program. To arrange testing, contact: Thrive (256-536-4700) or Community Free Clinic (256-533-2910). In addition, urgent healthcare facilities will provide testing for an average cost of \$30.

Once admitted, residents may request optional testing for: a complete metabolic panel, a hepatitis panel, RPR (syphilis), chlamydia, gonorrhea, HIV antibody.

The optional testing will be made available through a third-party service at the resident's expense. Residents are responsible for completing all requests for financial assistance to mitigate the amount billed.

Positive results on medical tests do not necessarily prohibit an applicant from entering the His Way program.

Do you have any medical/ mental issues? ○ Yes ○ No

If yes, check/ list all that apply below:

- High / Low blood pressure  Mental Illness (Please Specify Diagnosis)
- Kidney / Bladder  Skin Sores
- Asthma / Breathing Troubles  Diabetes
- Tuberculosis (TB)  Epilepsy
- Venereal Disease / STD's  Migraine Headaches
- Other (please explain): \_\_\_\_\_

Do you have any allergies? ○ Yes ○ No

If yes, please explain: \_\_\_\_\_

Are you disabled or handicapped in any way? ○ Yes ○ No

If yes, please explain: \_\_\_\_\_

Have you ever been diagnosed with Bipolar Disorder? ○ Yes ○ No

If yes, please explain: \_\_\_\_\_

Are you currently prescribed any medication by a doctor? ○ Yes ○ No

If yes, list all medications you are taking: \_\_\_\_\_

Do you have active health insurance? ○ Yes ○ No

If yes, provide Insurance provider and policy #: \_\_\_\_\_

**Affirmation:**

I understand that His Way Christ-centered program and I affirm that my answers and information provided by me in this application are true and accurate. I understand that if I am accepted, any misinformation and/ or dishonest answer may be grounds for my dismissal.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Waiver and Release from Liability**

I, \_\_\_\_\_; indemnify, hold harmless and forever discharge 'His Way, Inc.' and all its agents, employees, officers, directors, affiliates, successors, and assigns, of and from any and all claims, demands, debts, contracts, expenses, causes of action, lawsuits, damages and liabilities, of every kind and nature, whether known or unknown, in law or equity, that I have ever had or may have arising from or in any way related to my participation in any of the events conducted by, or on the premises of, or for the benefit of 'His Way, Inc.' provided that this waiver of liability does not apply to any acts of gross negligence, or intentional, willful or wanton misconduct.

I understand that the activities and functions in which I participate may be conducted, but do not have to be of a volunteer nature, or for the benefit of a 501 c (3) and/or dangerous and may cause serious grievous injuries, including bodily injury, damage to personal property and/or death. On behalf of myself, my heirs, assigns and next of kin, I waive all claims for damages, injuries and death sustained to me or my property that I may have against the aforementioned releases party to such activity.

By this waiver, I assume any risk, and take full responsibility and waive any claims of personal injury, death or damage to personal property associated with 'His Way, Inc.' including but not limited to any volunteer activities, community events or leagues, using the facility and its equipment, practicing or engaging in organizational functions and fundraisers or other related activities on and off the premises.

I also give consent for His Way staff and volunteers to contact my family members as necessary using the information provided within this application. I also give my consent for His Way staff to communicate with other staff members as necessary during my recovery.

This waiver and release contains the entire agreement between the parties, and supersedes any prior written or oral agreements between them concerning the subject matter this waiver and release. The provision of this waiver and release may be waived, amended or repealed, in whole or in part, only upon the prior written consent of all parties.

The provision of this waiver and release will continue in full force and effect even after the termination of the activities conducted by, on the premises of, or for the benefit of 'His Way, Inc.' whether by agreement, by operation of law, or otherwise.

I have read and understand and fully agree to the terms of this waiver and release. I understand and confirm that by signing this waiver and release I have given up considerable future legal rights. I have signed this agreement freely, under no duress or threat of duress, without inducement, promise or guarantee being communicated to me. My signature is proof of my intention to execute a complete and unconditional waiver and release of all liability to the full extent of the law. I am 19 years of age and am mentally competent to enter into this waiver.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

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Reviewed by Staff: \_\_\_\_\_ Date: \_\_\_\_\_

## **Reasons for dismissal from program** *(Review and Initial by each of the below)*

### **Fighting or threats of Violence**

\_\_\_\_\_ Any fighting by clients, either on or off property, will be reason for immediate dismissal. This includes any work-related incidents, regardless of who the other individual is. Threats of violence of any kind, whether between clients or someone outside of the program is also grounds for immediate expulsion from the program. There is no leeway with violence here at 'His Way'.

### **Theft**

\_\_\_\_\_ Any client who is caught stealing on the premises or in the community will be dismissed immediately. Any client found going through other client's belongings without authorization will also be dismissed.

### **Sex**

\_\_\_\_\_ No sex of any kind will be allowed at His Way. Regardless of whether a client is married or not, no sexual relations are permitted on property.

### **Alcohol/Drugs**

\_\_\_\_\_ Any use or possession of drugs or alcohol will be grounds for immediate dismissal from the program. There are no alcohol or drugs, prescribed or not, allowed at 'His Way'. Any drugs found will be confiscated and the authorities will be notified. Any alcohol usage **on or off property** will also be grounds for immediate expulsion.

### **Vehicles**

\_\_\_\_\_ Any unauthorized use of 'His Way' vehicles will be grounds for dismissal from the program. For residential clients, no vehicles at all will be allowed on property unless specifically authorized by the appropriate His Way staff.

**Waiting list policy** *(Review and Initial by each of the below)*

**Call Weekly**

\_\_\_\_\_ Potential clients are required to call weekly to check in with the Case Manager, 256-859-7377 or email [info@hiswayinc.org](mailto:info@hiswayinc.org). This process ensures that the potential client will remain active on our waiting list.

**After 10 days of not checking in**

\_\_\_\_\_ After 10 days of failing to check in, the potential client will forfeit his position on the list and will be moved to the bottom of the waiting list. No notice will be provided prior to or after being moved.

**After 20 days of not checking in**

\_\_\_\_\_ After 20 days of failing to check in, the potential client will be removed from our waiting list. No notice will be provided prior to or after removal.

**When the potential client is contacted about an available opening, there will be seven days in which he must enter the program. Failure to do so will result in being moved to the bottom of our waiting list. (Date and time of entry is to be set up through the case manager)**

**Note: Those who are incarcerated will have the same seven days from the date the order is signed by the judge.**



# Admission Requirements

## Criteria

The residential program is 9-months. Below are the criteria for admission to the program:

- Must be 19 years or older
- Complete the entry application
- Must complete an interview with His Way staff
- Must not need medical detoxification
- Primary substance use or substance related problem
- Must be mentally stable, not taking mood-altering/anti-depressive or psychotropic medications (If previously on psychotropic medication must bring a signed letter from the prescribing physician that it is safe to come off the medication and that the potential resident is stable)
- Must enter the program voluntarily with a commitment to discover a lifestyle free from addiction
- Must be willing to submit to periodic drug and alcohol screening
- Must be willing to follow rules as stated in the His Way Resident Handbook
- Must take personal ownership of his own actions
- Addiction Severity Index administered upon admission

## Process

The following procedure must be followed for admission to His Way Recovery Center:

- Complete the application and return it to His Way
- A member of His Way staff will contact the potential resident to set up an interview
- If accepted into the program, the potential resident will be added to the waiting list
- While on the waiting list the potential resident must:
  - Detox, if required (refer to application about medical detox)
- Contact His Way's Case Manager:
  - **weekly**, to let them know how you are doing as you wait.
  - After **10 days** of not checking in, you will be moved to the bottom of the list.
  - After **20 days** of failing to check in with the Case Manager, you will be removed from the waiting list.
- You are welcome to contact His Way by calling the office at 256-859-7377. Please leave a message if no one answers. You may also e-mail [info@hiswayinc.org](mailto:info@hiswayinc.org) or write to us at His Way, 582 Shields Road, Huntsville, AL, 35811.
- Attend church, outpatient meetings, and/or recovery meetings agreed upon at the time of the interview. Time waiting should also be time spent seeking recovery.
- When the potential resident is contacted about an available opening, there will be seven days in which he must enter the program. Failure to do so will result in being moved to the bottom of our waiting list. (Date and time entry are to be set up through the His Way case manager.) Note: Those who are incarcerated will have the same seven days from the date the order is signed by the judge.

## **Medical requirements**

His Way's policy strictly prohibits the use any type of prescription narcotic or psycho-active medications while a client in our nine-month residential program but may be allowed for clients in our non-residential program. In either case, all prescriptions and medications must be approved by His Way staff.

Tuberculosis testing is required prior to entry into the His Way residential program. To arrange testing, contact: Thrive (256-536-4700) or Community Free Clinic (256-533-2910). In addition, urgent healthcare facilities will provide testing for an average cost of \$30.

Once admitted, residents may request optional testing for: a complete metabolic panel, a hepatitis panel, RPR (syphilis), chlamydia, gonorrhea, HIV antibody.

The optional testing will be made available through a third-party service at the resident's expense. Residents are responsible for completing all requests for financial assistance to mitigate the amount billed.

Positive results on medical tests do not necessarily prohibit an applicant from entering the His Way program.

We are not a detox facility; however, His Way staff will determine, on a case-by-case basis, whether the detoxification is required prior to program entry. A list of possible detox facilities is provided below:

- The Journey: 256-354-1121
- Bradford Health Services: 256-760-0200
- Decatur Morgan Hospital: 256-973-6710
- New Vision: 256-543-5467
- Gadsden Treatment Center: 256 549-0807
- Family Life Center: 256-464-2270
- Pearson Hall: 205-925-6552
- UAB: 205-917-3784

## **Cost**

- **Huntsville Re-Discovery Program:**
  - Re-Discovery is our non-residential program which can offer encouragement and support while on the waiting list. The initial cost is \$70 which covers the first week plus curriculum materials. The cost is \$50 per week thereafter.
  
- **Huntsville Residential Program:**
  - The initial entry fee of \$800 is due upon admission (\$400 is non-refundable). This covers the first two month's program and case management fees.
  - After the first 60 days weekly program fees of \$250.00 for room and board are due every Friday for the upcoming week.
  - After the first 60 days each resident is required to secure and maintain employment and will pay the expenses out of his income
  - No program privileges such as passes or visitation will be allowed until one's account is up to date.
  - Failure to pay fees can lead to dismissal from the program.
  
- **Atlanta Residential Program:**
  - The initial entry fee of \$1,250 is due upon admission (\$250 is non-refundable). This covers the first month's program and case management fees.
  - After the first 30 days weekly program fees of \$250.00 for room and board are due every Friday for the upcoming week.
  - After the first 30 days each resident is required to secure and maintain employment and will pay the expenses out of his income
  - No program privileges such as passes or visitation will be allowed until one's account is up to date.
  - Failure to pay fees can lead to dismissal from the program.

## **What to Bring**

- Bible – New International Version or another easy-to-read version
- Open heart and attitude
- You must have a valid form of identification (e.g., Driver's License, State ID, Military ID, Passport) and a Social Security card
- Clothes – dress clothing for church and interviews and no more than 14 casual outfits
- Shoes – casual and dress
- Toiletries
- Linens for twin bed and pillow
- Towels and wash cloths
- Laundry basket and detergent if you prefer your own
- Tobacco products are allowed
- Radio and/or alarm clock
- Wristwatch
- Reading materials that supports Christ-centered recovery
- Writing materials for letters and stamps
- Limited amount of money for incidental expenses which will be monitored by staff
- List of names, phone numbers, addresses, and emails of support people (family members, etc.)
- Prescription medications (must be approved by His Way staff)

## **What Not to Bring**

- Television
- Weapons
- Cell phones
- Video games
- Computers
- Pets
- Music devices
- Debit/Credit cards