






APPLICATION/REFERRAL PROCESS FOR RESIDENCY

YOU MUST READ THIS INFORMATION BEFORE YOU COMPLETE AND SEND YOUR APPLICATION.







To save your time and effort we recommend that before completing the Application form (attached at pages 9 & 10) you read this information pack and phone Namatjira Haven and ask to speak with the Intake Officer to see if you (or your client) are eligible for admission. We can discuss the particular circumstances of your application and inform you of additional documentation that may be required to complete the assessment process.

Any person referred who has current matters before the courts, or who is under the conditions of any Court orders, or where requested by the Intake Officer, is to supply the current facts, criminal history, bail or bond or ADVO orders. **Without this we will not assess your application.** Please also see page 2 of the application form.

To be accepted as suitable for admission you must:

-  Be an Aboriginal male (there are very limited beds for non-Aboriginal men);
-  Be aged 18 years or over;
-  Have a current drug and alcohol problem or dependency;
-  Have no requirement to attend court during your residency;
-  Have a desire and willingness to make change.

You will not be accepted if you:

-  Have Supreme Court Bail applications;
-  Have a Sentence Appeal before the courts;
-  Are in custody on remand or on appeal;
-  Have current or recent Sexual offence charges or are on a Register of Sex Offenders (Historical sexual offence charges/convictions more than 10 years ago are assessed on a case by case basis);
-  Have current or recent charges for major crimes of violence (Historical charges/convictions of major violence more than 10 years ago are assessed on a case by case basis);
-  Are subject to an ADVO/AVO where there are strict no contact orders in place or a serious assault has occurred where the protected person is living in the local area (Lismore or Ballina LGAs). ADVOS/AVOs relating to protected persons living outside the local area are assessed on a case by case basis.



- ✿ Are under the care of Public Guardian or a Trustee, or have high needs physically (self-care and mobility) or intellectually;
- ✿ Are on an Opiate Treatment Program e.g. prescribed Methadone or Buprenorphine;
- ✿ Are on anti-psychotic medications or opiate medications (medications that are anti-psychotic but only for temporary reasons are assessed on a case by case basis) ;
- ✿ Do not consent to us collecting, using and sharing your personal information where needed so we can assess your application and evaluate our service.

Referrals where applicants have legal matters must be voluntary (including referrals via MERIT, Circle Sentencing, Legal Aid, Aboriginal Legal Services, Private Solicitors and Probation and Parole) and applicants must show a motivation to change.

Applications for persons mandated into treatment will not be accepted unless diverted through the MERIT or TSA Programs. Any person referred who has current matters before the courts, or who is under the conditions of any Court orders, or where requested by the Intake Officer, will be required to provide the current facts, criminal history, bail or bond or AVO/ADVO orders. We do not do assessments for court to be bailed to Rehab unless referred through the MERIT Program.

We are predominately a self and health referral service and have minimal capacity to accept applications for men with current legal issues unless referred through the MERIT Program or Circle Sentencing.

see Criteria pg7 and Mental health referrals (Application form pg2) for more detail
You may call the intake officer if you are not sure.

The process is

1. You lodge a written application (someone can help you do this) which includes legal documents if you have Legal matters including Parole or Bonds, or we request them.
2. You call and speak to our Intake Officer (within 48hrs of lodging the application) who will check your information, ask you for any information not supplied, confirm you consent to do our program and assess your clinical need for Drug & Alcohol Rehabilitation.
3. If suitable you will be accepted and placed on a Wait list (there are rarely immediate beds available and we have a priority system in place for Health applications) - you can request a letter of acceptance at this stage. You must ring weekly from this point.
4. You have to be alcohol and drug free to be admitted so you may need some form of detoxification prior to admission. We will discuss this with you
5. You are admitted - transport and other arrangements are discussed when you have been allocated a bed date



Namatjira Haven reserves the right to refuse entry to any person who does not supply sufficient information to determine eligibility or who fails to provide information later seen to affect eligibility rules. Applicants must:

- 🌐 **Communicate with us themselves** during the assessment process - no applicant will be admitted via third party without communication with us - this relates to consent.
- 🌐 Be willing to change behaviour - if it is found after admission that you are not interested in change then Namatjira Haven reserves the right to discharge you
- 🌐 Agree to abide by all of the Rules of Namatjira Haven during residency, including complete abstinence from alcohol and drugs (except where prescribed and within our criteria) and non-violent, non-threatening community participation.

NO APPLICATION WILL BE ASSESSED WITHOUT PERSONAL CONTACT FROM THE APPLICANT - THIS INCLUDES PERSONS IN CUSTODY

IT IS UP TO YOU TO CONTACT US - WE WILL NOT CHASE YOU

Wait Times vary and your position on the Wait List will be determined by our assessment of your circumstances. Priority will always be given to local Aboriginal men who have no current Court matters or Orders.



Gulgiuwen Residential Program for Men

PO Box 14 Alstonville NSW 2477 www.namatjirahaven.com

We acknowledge our funders: NIAA, DoH, CS NSW, NSW Health, NCPHN



NAMATJIRA HAVEN



1979-2019

40 YEARS

GOING STRONG

Ph: 02 6628 1098

www.namatjirahaven.com.au



INFORMATION FOR APPLICANTS

Namatjira Haven Drug & Alcohol Healing Centre is an Aboriginal residential drug and alcohol service offering respite for up to 26 weeks to men needing intensive support in dealing with a drug and/or alcohol problem or dependency. Namatjira Haven is situated in a rural setting just outside of the village of Alstonville, midway between Ballina and Lismore on the Far North Coast of NSW.

We offer the Guljihwen (Change) Program which aims to assist you to look inside yourself for the strength, motivation and enthusiasm to change negative self-defeating behaviours that result from, or have led to, drug and alcohol misuse and associated issues such as anger, violence and criminal behaviour.

The Guljihwen (Change) Program consists of:

- 🌍 Daily groups including a range of education and topic groups focused upon drug & alcohol use and the thinking, emotions and behaviours associated with misuse. Specific areas such as relationships, social and emotional wellbeing, harm reduction and living skills are addressed.
- 🌍 One to one case management with trained and experienced case workers. You will be allocated a case worker to work with you on the individual issues surrounding your substance use and other issues.
- 🌍 Peer support and active involvement of residents in a positive change community.
- 🌍 A Culturally specific focus and relevance. This includes: Elder Mentor Support, Cultural awareness activities, a Talking Circle and participation in cultural events.
- 🌍 Stress reduction activities and creativity.
- 🌍 Access to a range of health services such as GP, pathology, diagnostic imaging, sexual health and immunization services.
- 🌍 Awareness of and voluntary attendance at self-help groups.

Note: Namatjira Haven primarily follows a harm reduction focus in line with current Public Health Policy. We are not a 12 Step focussed Centre but we do include awareness of those programs and enable voluntary attendance at AA & NA, SMART self-help support groups and activities. Namatjira Haven is Strengths based and has a focus upon CBT (Cognitive Behavioural Therapy) based strategies and supports Stage of Change Theory which acknowledges the differences in where people are at in their substance use journey.

At Namatjira Haven We realise that each man has his own story and that each person's drug or alcohol use is different to another's. We therefore will try to personalise your experience by considering the particular circumstance which relate to you including the impact of trauma and cultural harm. However, we expect that all residents attend all program activities and show co-operation and willingness to change. We also require respect for self, for others, for property and for Aboriginal Culture and Lore and the land Namatjira Haven sits on. This, along with truthfulness and a non-blaming responsible attitude are the keys to positive change.



Admission

Admissions are accepted during Office Hours - Monday to Thursday -

Admissions outside these times must be negotiated with Intake Officer

No person will be collected off an early morning ex Sydney (4.30am) train. You **MUST** discuss travel arrangements with us when you are allocated a bed date.

Program Cost

The rent is set at 65% of your Centrelink Support payment (before rent assistance is added) and is deducted via CentrePay. Persons not on Centrelink Support must discuss rental with Intake Officer prior to a bed date being allocated. Rent is required 2 weeks in advance. If you do not arrive with enough money then you will be required to pay additional rent until your rent is fully 2 weeks in advance. (Do not get an advance payment from Centrelink) You will also be charged a linen bond. This amount will be credited in full if linen is washed and returned upon departure. All residents are charged a \$50 non-refundable administration fee.

On departure, any rent refund will be repaid into your bank account within 7 working days (one week) of leaving. You cannot get cash refunds.

What to Bring

- 👤 Medicare Card, Health Care Card, Bank ATM card and any other ID you have.
- 👤 Enough clothing for at least one week. It is important to bring covered shoes for work programs and warm clothing if in winter.
- 👤 A bath towel, toiletries and laundry detergent. You may bring your own linen if you wish.
- 👤 Any other personal items which are allowed (you should ask prior to admission) and which may assist to help you feel at home. Radio & MP3's are allowed but you must have earphones and agree not to be listening to these during Program hours otherwise they will be confiscated. A beach towel in warm weather
- 👤 You may bring your Mobile phone however there are strict rules on when you may use that and you must agree to both provide us with the phone number and hand the phone in whenever it is requested to do so. Any person with a strict no contact ADVO in place will have further restrictions which can include no mobile phone use.

What Not to Bring

- 🚫 Alcohol or drugs of any kind except where prescribed and allowed.
- 🚫 Valuable items.
- 🚫 Weapons of any kind, including pocket knives.
- 🚫 Pornographic or violent material including R rated DVD's and CD's. These will be confiscated
- 🚫 Do not bring any electrical appliance without first discussing with Intake Officer

Namatjira Haven does not take responsibility for a resident's belongings



Rules - Namatjira Haven encourages self-responsibility - we are not a prison but we do have to have certain rules that residents are required to abide by. The main rules are obvious - no drug/alcohol use and no violence. The other rules will be explained to you during admission period

Phone contacts - Residents are able to have their mobile phones while at Namatjira Haven, which may only be used outside of program times. You must provide details of a willing person who can be contacted in the event of any emergency. This generally would be your next of kin (no ex-partner or person named in an AVO with no contact conditions will be accepted as a contact)

Visitors - Visiting hours are on every Sundays between 12 .30 and 4pm. Visitors also are allowed each second non outing Saturday (same hours). Special arrangements may apply to persons travelling long distance to visit with approval. Please discuss prior to arranging a visit.

Residents and visitors must abide by any AVO/AVDO orders. Failure to do so can result in eviction and reporting. You are responsible for your visitors, including children. Visitors are to abide by the same rules as residents and will be asked to leave if they disregard these rules. Namatjira Haven cannot take responsibility for a visitor's belongings

Rooms - You will be allocated a single room if available as first choice on admission and linen will be issued. You will be responsible for cleaning your own linen and room and maintaining it in a tidy state. Namatjira also has 2 bedroom cabins available via an application process for those men staying longer than 12 weeks.

Leave - No regular leave in first 8 weeks. Compassionate leave to attend funerals or other family emergencies will be granted on a case by case basis. After 8 weeks leave may be granted dependent upon progress and circumstances.

Shopping & Outings - Regular shopping and outings is scheduled in the program timetable.

Smoking - No smoking is allowed within Namatjira Haven Premises (and motor vehicles). Smoking is allowed in 1 designated outside areas only ; failure to follow this rule will result in eviction.

Program calendar - An example of the Weekly Program is included at page 7 below. Please note this is subject to change.

Important Information: All applicants **MUST** read the Application Information pages 1 to 7 before completing the application form. Pages 1 and 2 of the Application form - all questions must be completed in full.

Consent to collect, use and share your personal information - we need your consent to collect, use and disclose your personal information in order to assess your application. In signing and submitting your application, you agree that the staff from Namatjira Haven may collect, use and disclose personal information about your application with other government and non-government agencies (including but not limited to Housing Providers, Health & Wellbeing Services, Legal Services, Family and Community Services, Medicare Australia, Centrelink, Alcohol and Other Drug services, Employment & Education Providers) for the purpose of assessing your eligibility and suitability for our service and for evaluating our application processes. Privacy law means any information we collect,



use and share still remains confidential within our service and within any other service we share information with.

The Application form is attached (2 pages). This needs to be completed in full and faxed to the Intake Officer on 02 66280520 (or e-mailed to admin@namatjirahaven.com). Please be honest in your answers. You need to follow up your application within 2 days by phoning 02 6628 1098 and asking to speak to the Intake Officer. Any communication regarding this application is to be directed to the Intake Officer.

BEFORE PROCEEDING WITH THIS APPLICATION - Check these criteria items

You will not be accepted, and therefore should not apply, if:

- 🌐 You have current Supreme Court Bail or Sentence Appeal applications
- 🌐 You are on an Opiate Treatment Program eg. prescribed Methadone or Buprenorphine
- 🌐 You are under the care of the Public Guardian or a Trustee or have high needs physically (self-care and mobility) or intellectually. Please call if you need clarification
- 🌐 You are on prescribed anti-psychotic or opiate medication see page 2 Mental Health referrals
- 🌐 You have current or recent Sexual offence charges
- 🌐 You have current charges for major crimes of violence
- 🌐 Are subject to an ADVO/AVO where there are strict no contact orders in place and/or a serious assault has occurred where the protected person is living in the local area
- 🌐 You do not consent to us collecting, using and sharing your personal information where needed so we can assess your application and evaluate our service

You need to ring and check eligibility if any of the following apply

- 🌐 Historical Sexual Offences (certain circumstance and not within the last 5 years)
- 🌐 Past convictions for major crimes of violence
- 🌐 ADVO/AVO where there are strict no contact orders in place and the protected person is not living in the local area.
- 🌐 Taking medications that are anti-psychotic but only for temporary reasons

If you have checked the above proceed to the Application form which is attached (2 pages). This needs to be completed in full and these 2 pages faxed to the Intake Officer with any medical or criminal history to be faxed also on 02 66280520 (or e-mailed to admin@namatjirahaven.com).

You need to follow up your application within 2 days by phoning 02 6628 1098 and asking to speak to the Intake Officer.

Further Enquiries - If you would like further information please contact the Intake Officer at Namatjira Haven on (02) 6628 1098 during office hours or visit www.namatjirahaven.com .



Namatjira Haven Gulgiwhen Change Program- Resident's Weekly Program – Summer 2019							
Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
7am	Breakfast & Shower	Breakfast & Shower	Breakfast & Shower	Breakfast & Shower	Breakfast & Shower	7.30 Breakfast Shower	Sleep in
8.30am	Chores	Chores	Chores	Chores	Chores	Chores	Breakfast Shower
9.00am	House Meeting	House Meeting	House meeting	House Meeting	House Meeting	Chores	Chores
9.30am	Meditation shed QML pathology Counselling till 2pm	Meditation shed	Meditation shed Counselling till 2pm	Self directed art and fitness	Meditation shed Counselling till 2pm	House Meeting	Self directed art and fitness
10 am	House clean up	TAFE art and fitness if no TAFE	10am shop run 15 mins	Self directed art and fitness	Self directed art and fitness	Leave for outing 9.45am	10am House Meeting
11 am	Group	Group if no TAFE	Group	Group meditation	Group	10am Shopping weekly	All Wash vehicles
12.30pm	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch BBQ off site fortnightly	Lunch Visitors 12.30pm
1.00pm	Shop run 15mins Case Management tasks	TAFE Aunty Bev	Case Management tasks	Case Management tasks	Case Management tasks	Outing/ visitors rotate fortnightly 12.30-4.30pm	12.30-4.30pm Visitors
2.00pm	Gardening	TAFE Aunty Bev	1.30pm Cultural Program	2pm Music Doctor's visit	Grounds & equipment maintenance	Outing/ visitors rotate fortnightly	Visitors
3.00pm	Gardening	TAFE Aunty Bev	1.30pm Cultural Program	Music	Grounds & equipment maintenance	Outing till 3.30pm fortnightly return 4pm	Visitors
4- 4.30pm	Pack up Gardening	Return to NAMA	Cultural Program includes fire circle	Music to 4pm	Pack up Grounds & equipment maintenance	fortnightly/ visitors leave by 4.30	Visiting over by 4.30pm
5.30pm	Dinner	Dinner	Dinner	Dinner	Dinner	Dinner	Dinner
6.30pm	NA Optional	AA/NA Lismore Optional	Talking Circle	Koori Meeting 5 min Shop Stop	NA/AA Lismore Optional	Relaxation	Relaxation
9.30pm	Phones in	Phones in	Phones in	Phones in	Phones in	Phones in	Phones in
11.00pm	Lights off	Lights off	Lights off	Lights off	Lights off	Lights off	Lights off

Residents are to attend all activities unless specifically excused for a valid reason. Men attending NA or AA must attend the meeting. This Program is subject to change at any time and is meant as a guide only.

Smoking is not allowed on site or in vehicles and must occur in designated area only when raining.



ABN: 28 126 018 497

108 Whites Lane Alstonville NSW 2477 Ph: 02 6628 1098 Fax: 02 6628 0520 www.namatjirahaven.com

Fax or email back these 2 pages only (do not fax the first 7 pages)

APPLICATION FOR RESIDENCY

Important Information: All information supplied remains confidential and is protected by privacy legislation. Please be honest in your answers.. All questions must be completed.

Please read and sign this declaration - Please confirm by signing below that you have read and understand the information given pages 1 to 8, that you have been truthful, you are male and that you are 18 years of age or older and you consent for us to contact other services or agencies where needed to assist with information to assess your application for entry into Namatjira Haven. You are aware that withholding of or giving misleading information may result in a non-acceptance or discharge after intake.

Please sign here

1.) **Date of Application:**/...../.....

Last Name: First Name:..... D.O.B:/...../..... Age:

Your ATSI Status? (circle one) Aboriginal Torres Strait Islander

Both Aboriginal and Torres Strait Islander Neither Aboriginal or Torres Strait Islander

If you identify as Aboriginal, what nation do you identify as coming from (optional)?

2.) **Usual Address:**...(Put which town if homeless)

Your mobile phone number:

If you are in custody which Correctional Facility are you in? MIN no.....

Next Court or Parole Date/...../..... Court Type.....

Which of these best describes your usual accommodation: (Please circle)

Renting Boarding Own your Place Staying with Family/Friends Not Fixed Homeless Other

3.) **Have you ever been previously admitted to Namatjira Haven?** Yes No

If yes What Year:..... Length of Stay:.....

4.) **Are you in a current relationship?** Yes No



5.) What is your current employment/income status? (Please Circle)

Employed Full Time Employed P/T Pension Student Unemployed Other

If you are on a Centrelink Benefit, which do you receive?

Your CRN (if you know) Your Medicare No (if you know it)

6.) What alcohol/drugs have you used in the past 3 months? Describe how much

.....
.....

7.) Briefly describe why you think you have a problem with drugs or alcohol that sees you making application for entry to Namatjira haven.

.....
.....

8.) Do you think you need help to detox before entry? Yes No

*All persons accepted must be Drug & Alcohol free on admission.
If your application is accepted, this requirement, and options for a withdrawal management program (e.g. Detox),
will be discussed with you once a bed date is allocated.*

9.) Do you have a Medical or Mental Health issues? (Please Circle) Yes No If yes, please detail

.....
.....

10.) Do you have any current legal matters? courts or parole board or a current ADVO/AVO? Yes No

If yes you need to supply precise details of any Court related factors present before your application can be assessed. This will usually be; Facts sheet of current charges and court date, Current Orders (Bail, Parole and what type of Order), Criminal record, AVO or ADVO Orders currently in place naming you as Defendant.

please ask your legal representative to fax these to us so we can assess your application

Details of your Legal Representative and/or Supervising Parole or MERIT officer

Name of Officer or Supervisor Office.....

Phone Email.....

11.) To your knowledge are you related to, or do you have a relationship with, any staff member or current resident of Namatjira Haven? Yes No If yes, Who is the staff member or current resident?

.....

Thank you for your application. Please ring the Intake officer within 2 days (Office Hours)

