



Residential Recovery Centres

Residents Handbook

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Welcome to Oasis Recovery Communities

Thank you for choosing Oasis Recovery Communities; we take the treatment and care of all our clients very seriously and appreciate what a big decision you have made to enter residential treatment.

We know that it can be very daunting at first with so much to think about and so many decisions to be made – so well done for coming this far.

This handbook has been written to help you to prepare for admission to our services. It is a simple information guide designed to answer any questions that you may have and to reduce any anxiety or uncertainty that you may be experiencing.

Everything you need to know before you arrive and about your stay with Oasis Recovery Communities is in here. We hope that this handbook will give you the information you need to settle in and help you make the most of your stay with us. The first few days at a new place are always daunting so please read this handbook carefully and make sure you talk to a member of staff if you have any questions.

Who are Oasis Recovery Communities?

Oasis Recovery Communities provides residential recovery services to those seeking to break free from all forms of substance misuse and addictions.

Our services include inpatient detoxification, residential rehabilitation and third stage recovery housing. We have the capacity to support over 100 individuals in various services across the country to achieve this every day of the year. Since 2006 we have helped thousands to recover and go on to live satisfying and productive lives alongside their peers, with their families and amongst their communities.

Oasis Recovery Communities aim is to help any person who turns to us to fully recover from their dependence on any mood altering substances.

Our objectives are:

- To deliver high quality services from comfortable and safe environments.
- To foster an ethos and culture of personalised recovery recognising that there are many pathways to and tools of recovery.
- To recruit, retain and adequately reward a committed, dedicated and highly competent workforce.
- To work within a partnership with other recovery services and Local Authorities to fully support our clients and ensure a seamless transition across services and throughout their recovery journey.

If there is anything that you are still unsure of after reading this handbook, please call your Oasis Admissions Manager:



Oasis Recovery Communities – Our Service

Oasis is all about choice. We understand that everyone is different; people have different needs, responses and journeys. Our range of services ensures that we have the ability to best meet your needs and offer you real recovery choices.

Oasis has 2 Residential Rehabs:

- Oasis Morecambe
- Oasis Runcorn

And an inpatient medically managed detox

- Oasis Bradford



Oasis Morecambe

Oasis Morecambe is a fully residential Therapeutic Community Rehab. This service is delivered from our newly refurbished centre within walking distance from Morecambe beach. The programme delivered at Oasis Morecambe is Oasis's own STRENGTHS programme and includes a wide range of addiction solution focused therapy and workshops.

Oasis Morecambe is a mixed gender service catering for up to 15 individuals.

The programme has 2 stages, both of which are 12 weeks long.

Oasis Morecambe is a genuine Therapeutic Community, where residents work together with the staff to ensure their community is safe, clean and well run. Part of the treatment model here is to become involved with your care and your surroundings and residents get involved in all aspects of community, shared living including cooking and maintenance. Community is very important to us at Oasis Morecambe and there are daily meetings where we reflect together, on how we are doing and how we could better help one another.



Oasis Runcorn

Oasis Runcorn is quite unique as it offers two treatment programmes from one centre allowing for tailored treatment packages and real client choice. A 12 step programme and a Strengths model programme are available within the fully residential therapeutic environment.

Oasis Runcorn provides the traditional 12 and 24 week programmes as well as bespoke programme lengths to suit all treatment needs.

- Bespoke programme length
- Medically monitored detoxification
- Oasis Runcorn is a mixed gender service for up to 34 individuals.
- Staff onsite 24 hours per day
- Access to regular mutual aid groups within the local community.



Bradford Inpatient Detox

Set in the heart of West Yorkshire, this service is set in a quiet urban location close to the centre of the city of Bradford – an area praised for its cultural diversity.

The newly built, high quality unit is well served by road, rail and bus services. It offers:

- 17 beds
- Medically managed detox and/or stabilisation
- 24/7 nursing care on-site
- Full programme of group and 121 support
- Detox from alcohol, drugs and/or prescription medications
- Onward referral into Oasis's network of rehabs

This detox centre is for those over 18 years of age who wish to either participate in a full physical withdrawal from alcohol/drugs or to stabilise on their current prescribed opioid substitute treatment.

The Centre can accommodate those with limited mobility and wheelchair users who are able to self care.

Oasis Recovery Programmes

The Oasis Strengths Model

This programme as it suggests, focuses on your strengths and assets, not your weaknesses, problems or mistakes. This programme helps you to discover your talents, skills, interests and aspirations.

The focus of the strengths model is to provide you with new ways of viewing yourself, your life, your goals and ambitions. It aims to build your confidence so that you can connect with your wider community.

In this programme, you are the director – nothing is done without your approval – we encourage you to make decisions that may succeed or mistakes to learn from them.

The 12 Step Focus Model

Our 12-step approach gives you a full introduction to all twelve steps. You will be guided through each step during your stay with us in order for you to get a full understanding of this proven programme of recovery. You will also be asked to attend fellowship meetings to compliment your treatment experience. The steps will be delivered by way of group therapy, one to one counselling and various topic groups. You will be given regular worksheets around the 12 steps and other issues. They are designed to give you an opportunity to look at your life and behaviour in a structured way. You will later read out your work to your peers for feedback and support. Group work is, on the whole, much more effective as an addiction modality than individual work, however for some clients, the need for extra one-to-one counselling may be identified. In such cases, we will provide a specialised one to one worker for weekly sessions.

Oasis Therapeutic Groups

Primary Group: Your first group will be your primary group (a group of peers – with a maximum of 12 members who are at different points of their first stage). This will be your group during the whole of your first stage and with whom you will share many of the structured activities. A Counsellor is assigned as key worker for each group and will also be your key worker, to whom you can go for guidance, support and advice on all aspects of your stay.

Secondary Group: This group is for those who have completed first stage and have moved on to second stage which enables them to take more responsibility and access external services for voluntary work, work placements or college.

Community Process: This group includes all peers and staff and is run weekly to address community topics. Oasis values the opinions and experience of its service users, therefore, we offer this opportunity for you to have your say and influence the programme and how the treatment programme is delivered at Oasis.

Process Groups: This is a 'therapy' group, occurring most days, where you will be able to talk openly and safely about anything you choose. The group is facilitated by a member of the Counselling team.

Therapeutic Activities: You will regularly take part in activities such as drama, music and art designed to help you express yourself in fun and creative ways. These groups are delivered by the recovery coaches and support workers.

One to one counselling: For some clients, the need for extra oneto-one counselling may be identified. In such cases, we will provide a specialised one to one worker for regular sessions.

House Meetings: Regular house meetings address all aspects of recovery and are delivered at all Oasis services by the recovery coaches and support workers.

Worksheets: You will be given regular worksheets with topics that are focused on a range of addiction-related issues. They are designed to give you an opportunity to look at your life and behaviour in a structured way. You will later read out your work to your peers for feedback and support. We will help and support those who may have difficulty reading and writing to compete all of their assignments.

The Oasis Team

Our team members are all highly qualified professionals dedicated to your care during your stay at our services.

The Admission Manager:

The Admission Manager will be the first person you will have contact with from Oasis. They will work with you and your referring key worker to arrange your visit to our services and conduct the Oasis admission assessment.

The Admission Manager will explain all of our services and treatment options to you to help you understand what Oasis offer and match our services to your needs and preferences. Once you are comfortable and have chosen which centre and programme is most suitable for you they will plan and arrange your admission to the service.

The Centre Manager:

Each Oasis service has a Centre Manager. The role of the Centre Manager is to manage the day-to-day running of the service. They manage the Oasis team and oversee the programme delivery to ensure that you receive a high quality service from a safe environment.

The Doctor:

Our Doctors prescribe detoxification for those clients who require it.

The Doctor is responsible for reviewing your medical information ahead of your admission to ensure that we can safely provide the level of clinical care required to meet your needs.

When you arrive at Oasis, the Doctor will discuss the different detox options with you to make your medical detox as comfortable as possible.

The Lead Nurse (Oasis Bradford only):

The lead nurse works shifts alongside the nurses and as part of the service team undertaking nursing duties that meet the needs of those undertaking a medical detoxification.

In addition to this it is the lead nurse's role to supervise and manage the rest of the nurses to ensure that the highest possible standard of care is delivered consistently to all of the clients at Oasis Bradford.





The Nurse (Oasis Bradford only):

The nurse is responsible for ensuring that you are detoxed safely and in accordance with established clinical guidelines. This includes administering prescribed medication and performing and recording nursing observations as indicated.

The nurse works as part of the team, to provide a positive experience and ensure the best outcome for you. Part of this is through education by providing group sessions that inform and empower you to make positive choices. This includes sessions on sleep hygiene, healthy living and blood borne viruses. As part of this holistic approach, the nurse refers to other professionals when necessary to maximise your potential for recovery.

The Counsellor:

On admission you will be assigned a Counsellor. Your Counsellor will help guide you through the programme of your choice and will explore feelings and emotions that are related to your experiences. This allows you to reflect on what is happening and consider alternative ways of doing things. Counsellors will listen attentively to you. They'll offer empathy and respect allowing you to express your feelings and perhaps understand them from a different perspective. The aim is to reduce your confusion and enable you to cope with challenges or to make positive changes in your life where necessary.

The Recovery Coach:

Your Recovery Coach will provide recovery focused opportunities to you and support you in returning to your life in your chosen community. Recovery Coaches deliver group sessions and 1-1 key work sessions. They support you with your detox to ensure that you have a positive experience. The Oasis Recovery Coaches assist in the day-to-day running of our services by working with you enabling you to cope with practical aspects of daily living (life skills, benefits, housing). They will conduct your admission, help you to develop your recovery plan and review it regularly with you.

The Support Worker:

The support worker is responsible for assisting the Recovery Coaches and medical staff to support you to progress safely through your program. Their role includes guiding you through the admissions process, assisting and facilitating in group meetings, documenting your progress and assisting with general housekeeping duties.

The Administrator:

The centre Administrator plays a vital role in providing the first point of contact at our services ensuring that all callers receive a warm welcome.

The Administrator oversees that day-to-day running of a busy office; from post distribution, stationary ordering and diary management.

If you are eligible to pay a contribution towards the cost of your stay at Oasis, you will have an appointment with the Administrator who will discuss your benefits payments and allowances and who may contact the benefits agency on your behalf to ensure that there are no interruptions to your payments.

The Chef:

Our full time Chef is responsible for preparing fresh nutritional food for you, the Chef prepares lunch and dinner every day. The food is based around both traditional and modern cooking that you may often eat at home. The food that we provide ensures that you have a balanced and varied diet. Fresh fruit is avaiable to eat throughout the day along with hot drinks and juices. We aim to ensure that we cater for all of our client's nutritional needs including those with allergies or religious/cultural dietary requirements. Please let the chef know if you have any dietary needs.

Your Assessment

The treatment service that you are attending where you live will have contacted Oasis to arrange this for you with the Oasis Admissions Manager. Contact is usually made by your key-worker at that service; we call this person your referring key-worker.

At Oasis we must conduct a comprehensive assessment with you before you can be admitted to any of our Centres.

Our assessments may be conducted either face to face at the Oasis Centre that you are interested in or by telephone or Skype.

Wherever possible, we encourage you to visit your chosen Oasis Centre for your assessment as it gives you an opportunity to look around the Centre and meet the team, you can also have a chat with some of the residents.

Oasis complete this assessment to make sure that we can meet your needs and are able to offer you the level of care you require.

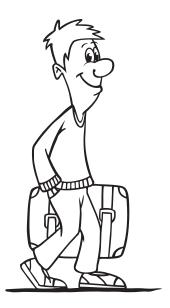
Your Admissions Manager will discuss our different programmes with you during your assessment so that you can make an informed decision around which treatment model will give you the best opportunity to allow you to move forward and live substance free.

To prepare for your assessment, please have details and phone number of your next of kin, your Doctor, the pharmacy you collect any medication from and a list of any prescribed medication that you are currently taking.

During your assessment It is important that you answer all of the questions honestly, we are here to help and understanding you and your needs will make your time with us comfortable and beneficial to you as possible. We will discuss how you are feeling, what substance you are taking and look at the history of your life.

Once the assessment has been completed the Oasis Admission Manager will liaise with the Oasis Centre Manager and our Doctor to make sure we can meet you needs.

When we have all agreed that we can meet your needs at the Oasis Centre that you have selected we will contact your referring key-worker to arrange an admission date and time, your referring key-worker will contact you to confirm these to you.



Your Admission Day

On your admission day it is very important that you arrive at the pre-arranged time. If for any reason you are delayed please call or ask your referring key-worker to call your Oasis Admissions Manager to let us know when you will be arriving. Your Admissions Manager contact details are at the front of this handbook.

On arrival, please report to the administration office, where you will be met by a member of the team.

You may be accompanied to the Centre by family or friends who can stay and have refreshments for a brief time although they will be asked to leave after we have conducted your admission. If you have not been accompanied, we can call someone for you to let them know that you have arrived safely.

The admission process may take a couple of hours and will include a review of your assessment form, you signing a consent form, a search of your belongings, meeting your buddy, handing in your mobile phone, money and any medication that you have brought with you and the preparation of your initial Recovery and Risk Management plan.

If you are going to have a detox you will be seen by the Doctor at this time.

Throughout your admission our team will check that you understand what is happening and why you are being asked for information. If there is anything at all that you do not understand please ask the person conducting your admission.

Please remember that at all times our main concern is your safety and that of the other residents and our staff. If you should arrive under the influence or incapable you may not be admitted to the Oasis Centre.

What to bring with you

We want you to be comfortable during your stay at Oasis and this means that it is very important that you know what to bring with you. Your activities will be mainly indoors, please bring comfortable clothes and shoes. There will be outside activities too so please bring a warm coat and comfortable walking shoes.

There isn't a limit on the amount of luggage that you can bring but we only have a limited amount of storage space. We have laundry facilities at all of our services it is suggested that you bring sufficient clothes for 10 days allowing you to have clothes to wear whilst others are in the laundry.

All of our centres provide bed linen and towels however if you would like to bring your own that will be fine.

You are allowed to bring tobacco and cigarettes with you, we do not have a limit on how much you can bring. If you bring a large amount we will store some securely for you and you can request more when you require it.

Please do not bring any aerosol products and refrain from bringing any products with you that may contain alcohol. Alcohol is most commonly found in perfume, aftershave and some mouth washes.

We welcome you bringing photos of your family or friends, there will be space in your room for you to display them but please do not stick things to the walls of your room.

If you are on any prescribed medication please bring either sufficient medication for the duration of your stay or repeat prescriptions that can be dispensed at a local chemist as you require. Please do not bring TVs, stereo systems, games consoles laptops or I-Pads with you.

Any products or items that you bring to Oasis which are not suitable for our premises will be kept safe until you leave when they will be returned to you. This does not apply to any dangerous or illegal items which will immediately either be destroyed or handed to the appropriate authorities to deal with them.

Mobile Phones

You will be asked to hand your mobile phone in on arrival at all Oasis Centres.

At Oasis Morecambe and Runcorn you will not have your mobile phone for the first 10 weeks – it will be returned to you when agreed by the Oasis Centre Manager.

At Oasis Bradford you will be asked to hand your mobile phone in upon admission. There is a public pay phone for any telephone calls that you wish to make. Your mobile phone will be returned to you when you leave the service.

The Oasis Treatment Contract

At Oasis we ask all residents to sign a treatment contract on their day of arrival. The treatment contract sets out the rules of the service that you are required to abide by for the duration of your stay. You will be given a copy of the treatment contract and all elements of it will have been explained to you before you are asked to sign it.

Breaches of you treatment contract may result in your discharge from treatment and you will not be admitted to Oasis services if you fail to sign a treatment contract.

If you are concerned or unclear about any elements of the treatment contract please ask to speak to the Oasis Centre Manager.

Your Recovery Plan

On your first day at Oasis you will be introduced to your Focal Counsellor, this the member of the Oasis team who will lead your therapeutic groups and help you to develop and write your own personal recovery plan.

A recovery plan sets out your recovery aims and goals for the duration of your stay at Oasis and you will review your progress against your recovery plan at regular intervals with your focal counsellor.

Your Buddy

Upon arrival at Oasis you will be greeted by a member of Oasis staff who will conduct your admission and introduce you to your buddy who will have been specially chosen by the Oasis Centre Manager to be your buddy*.

Your buddy is another resident who is further along in their recovery journey than you and will spend time with you showing you where things are explaining how things are done and introducing you to your peers.

In your early weeks at Oasis your buddy may be asked by the Centre Manager to escort you to appointments and for the first four weeks of our stay hold your daily money allowance for you.

Your buddy is not a member of staff, they are another resident who as part of their own recovery programme is willing to support you in your early weeks at Oasis. As you progress through the programme you too may be asked if you would be willing to buddy a new arrival.



^{*}excludes Bradford, which does not use the Buddy system.

The Oasis Service User Charter

As our client you can expect the following

- A professional service delivered by experienced and competent staff
- · Respect for your confidentiality, privacy and dignity
- To be consulted and involved in your care planning and treatment
- · A copy of your care plan
- To be fully informed throughout your stay with us of any activities relating to your treatment
- The opportunity to make suggestions and give feedback on how we can improve our services
- A straight forward system for you to make comments or raise concerns

What Oasis Communities expect from you:

- Respect for the confidentiality, privacy and dignity of other clients and Oasis staff
- · Respect for the environment and facilities provided
- Your co-operation and participation in the service that we offer you

Oasis Accommodation

Oasis Bradford, Morecambe and Oasis Runcorn are fully residential services, where you will live in the Oasis service that you will receive your treatment at. These services have both shared and single rooms.

At all Oasis services your room will be allocated to you by the Centre Manager before you arrive and on occasion it may be necessary for us to ask you to change room during your stay.

Oasis Catering

Oasis Bradford, Morecambe and Oasis Runcorn are fully residential services, this means that all your meals are provided while you stay there. Breakfast is self service, lunch and dinner are prepared by the Oasis Chefs.



Your Money

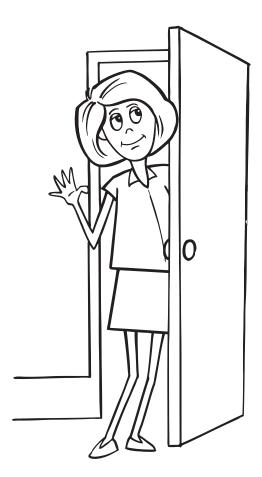
You will need money at all Oasis services although the amount you need will vary depending on the service that you attend.

At all services, upon arrival you will be asked to hand over any bank cards and cash which will be stored securely on your behalf by the Oasis Centre Manager. You will have access to these when you need more money by making a request to your Focal Counsellor.

Oasis Morecambe and Oasis Runcorn are fully residential services, this means that all your meals and facilities are provided while you stay there. As this means you will not be paying for your living expenses as you would normally at home. Some Local Authorities (sometimes referred to as your funders) require you to pay a 'contribution towards your cost of care'.

Oasis will be notified by your Local Authority of the amount to collect directly from you and in order to do this we will request that any benefits that you receive will be paid into a Oasis bank account. Each week you will receive the Government approved weekly living allowance of £24.90 from your benefits, the balance of your benefits will be retained until the end of your stay when your full contribution will be deducted. On the day you leave Oasis services if you have sufficient funds in the Oasis bank account you will be given £30 in cash discharge payment, any remaining benefits after deductions will be paid back to you in a maximum of three monthly instalments after you have left Oasis.

Oasis Bradford is a medically managed inpatient detoxification service (similar to a hospital) and clients resident at this service are not usually required to pay a contribution towards their cost of treatment by their funders. There may on occasion be exceptions to this and Oasis must do as requested by your funders.



Valuables

Please do not bring valuable items into treatment with you, Oasis will not accept liability for loss or damage to any of your personal valuable items whilst you are in treatment with us. If you have items which are of great personal or sentimental value you may ask the Oasis Centre Manager to keep them in a secure location on your behalf.

You will be asked to leave or return home any items of great financial value that you attempt to be admitted with.

Alcohol, Drugs and Smoking:

Oasis Recovery Communities services are all drug and alcohol free, you and any of your visitors must not bring alcohol or non-prescribed/illicit drugs and substances onto our premises.

When you arrive at Oasis you must notify the staff of any prescribed and over the counter medication that you are taking.

You must not use alcohol, illegal drugs or misuse prescribed medication or other substances whilst resident at Oasis services.

A condition of residence at Oasis is that you agree to drug and alcohol testing as requested by the staff. A positive test result will lead to discharge from the programme.

Oasis is required by law to adhere to the national no-smoking legislation therefore, you and your visitors may only smoke in permitted smoking areas.

Visits

At Oasis we recognise the importance of the support of family and friends to your recovery, we also understand that families can often need support too. The Morecambe and Runcorn centres hold regular family days where we offer advice, support and educational workshops for families.

If you would like to arrange for your family to attend one of these family days please tell your focal counsellor.

Weekly family visits are allowed at the Morecambe and Runcorn services after four weeks – for the first visits you will be required to stay at the service for your visit, after that you may leave the service for the day with your family. At the Bradford centre, visits are allowed from week one and are always held within the centre.

Visitors are made very welcome at Oasis centres however it is important that they comply with our visitor guidelines and Oasis staff may ask a visitor to leave our premises if they do not.

On occasion, it may be necessary to arrange exceptional family visits outside normal visiting times, this will only be done with the agreement of the Oasis Centre Manager.

The Rules

As with all services Oasis has rules which must be upheld to ensure the safety of and best possible outcomes for all of our clients. Your treatment contract sets out the rules of the service that you are required to abide by for the duration of your stay.

You will be given a copy of the treatment contract and all elements of it will have been explained to you before you are asked to sign it.

Breaches of you treatment contract (breaking the rules) may result in your discharge from treatment at Oasis.

If you are concerned or unclear about any elements of the treatment contract please ask to speak to the Oasis Centre Manager.



During your stay

Throughout your stay your progress will regularly be reviewed during your one to one key-working sessions, these sessions offer a chance for you to explore and assess your progress with your focal counsellor. They are also an opportunity for you to give feedback and ask questions however, you do not have to wait for a key-working session to do this, you may request a one to one session with your focal counsellor or the Oasis Centre Manager at any time during your stay. They will arrange to meet with you as soon as reasonable possible.

Confidentiality

Oasis has a strict confidentiality policy which is upheld by all of our staff and volunteers we want you to know that this is a safe place to be honest in order to get the most from your treatment.

Oasis does work closely with a number of partner agencies and service providers and we may occasionally be required to share information about our clients with these agencies. This information sharing is strictly governed by the Data Protection Act and confidentiality standards.

At Oasis we also take your privacy most seriously and will always respect it. There may be times however when we will require access to your possessions or your accommodation, if this does happen we will clearly explain to you why we need this access. Failure to agree to a possessions or room search may result in your discharge from treatment.

If you are not happy

If you are unhappy about any part of your treatment and care at Oasis, please do not hesitate in telling us, your wellbeing and safety are most important to us.

If you are not happy about something the first thing to do is to tell your focal counsellor precisely what you are not happy about.

If your concern is not resolved to your satisfaction please speak with the Oasis Centre Manager and explain your concerns.

If you wish to make a complaint about any part of your treatment during or after your stay at Oasis please request a complaints form from the Oasis Centre Manager or call 01582 589040 (Option1) and ask for a complaint form to be posted to you.

Oasis has a complaints policy which you may request a copy of at any time during your stay from the Oasis Centre Manager.



Questions and answers

1. What happens after I have had my assessment?

The Oasis Admissions Manager will review your assessment with the Oasis Centre Manager and/or Doctor ASAP.

The Oasis Admissions Manager will confirm to your referring key-worker whether or not Oasis are able to meet your needs and if so the date and time that you should plan to arrive at your chosen Oasis Centre. This information will be relayed to you by your referring key-worker.

2. How soon will I be admitted for treatment?

Oasis aim to confirm admission decisions within 72 hours of assessment however, your actual admission date depends on the availability of rooms at your chosen service.

3. How will I get to the centre?

It is very important that you discuss and agree this with your referring key-worker.

You may choose to be brought by a family member or friend who can stay with you for a little while when you first arrive.

If you are travelling by public transport contacting your Oasis Admissions Manager is advisable as they will make arrangements for you to be met at the local train or bus station to the service you are being admitted to.

4. What will I need to bring with me?

Please bring sensible clothes, appropriate footwear, toiletries, towels, tobacco (if a smoker), and a small amount of money for occasional purchases.

5. Will I have my own room?

There are both single and shared rooms; we do not accept requests for single rooms at these services, your room will be decided by the Oasis Centre Manager before you arrive.

6. What happens about meals?

Oasis Morecambe and Oasis Runcorn are fully catered and all meals are provided.

7. Will I be able to bring my laptop/kindle/tablet etc?

Please do not bring any electronic equipment and/or valuable items with you.

8. Will I be able to have my mobile phone?

Mobile phones are not allowed at the start of treatment at any of our Centres. Your mobile phone will be returned to you after 10 weeks at Oasis Morecambe and Runcorn. At Oasis Bradford you will not have your mobile phone for the duration of your stay.

9. When can my family visit?

At Oasis Morecambe and Oasis Runcorn, your family can visit after 4 weeks. At Oasis Bradford, your family can visit from week one. Visits are by appointment with the centre. You can keep in contact with them via telephone or letters.

10. Will I need to bring my medication with me?

Yes. You will need to bring enough medication for the duration of your treatment and/or repeat prescriptions.



