Required for Admission:

- **Prior to your admission**, an email will be sent to your inbox regarding registration into our Patient Portal, My Recovery Compass. Please follow the link and instructions in the email to register.
- **Please be sure to arrive on campus at least 15 minutes prior to your appointment.**
- Patient's must provide one valid identification.
  - If a valid ID is not provided on admission, patients have 72 hours from admission to provide the ID in order to continue participation in the program. Valid forms of ID include:
    - Driver’s License or State Identification from any U.S. state or territory; a State Government Issued Certificate of Birth, a U.S. Active Duty/Retiree/Reservist Military ID Card or a Passport from any country.
  - If a Social Security Card, a Certificate of Citizenship, or a Certificate of Naturalization is provided, a secondary form of identification will be required.
- Bring your insurance card(s), your prescription insurance card(s) (if separate) and a credit card for pharmacy charges.
- Bring your cell phone. It will be used during registration and then stored within safekeeping for the duration of your stay on the residential treatment unit. You will have access to computers and land line phones. If you will be making international calls, please bring a calling card. Local and long distance calls are at no charge.

Medication:

- Please bring a 30-90 day supply of all prescription medication(s) in the current prescription bottle(s) with the exception of any mood altering or controlled substances. Any mood altering or controlled substances are not allowed upon admission, including prescriptions. If they are brought in, they will be destroyed.
- We allow only provider prescribed vitamins and/or supplements. If prescribed by a provider, they must be in an unopened, sealed bottle, or in an original prescription bottle. Open bottles will be destroyed upon admission. If not in a prescription bottle, you must have written proof that the supplement/ vitamin was prescribed by a provider.
- Any products containing CBD or its derivatives will be confiscated and destroyed.
- Do not bring herbal remedies, muscle-building supplements or energy drinks.
- Please do not bring any medication, pills or supplements in baggies or medication holders with loose medication or mixed in a single bottle. Do not bring in expired medication. If they are brought in, they will be destroyed.
- Our medical provider will determine which prescription medication(s), over-the-counter medication(s), vitamin(s), and/or supplement(s) will be continued upon admission. Medication(s) related to detox only are included in detox rates. For all other medication(s), patients are responsible for obtaining any necessary refills or new medications prescribed during treatment. We have a local retail pharmacy which can accommodate this need or work with your home pharmacy to transfer prescriptions if needed. Patients are responsible for prescription payment directly to the retail pharmacy, via credit card.
• If diabetic, have a chronic viral illness, or any specialty medical conditions/medications, including injectable medications, please bring in a month’s worth of equipment and supplies. If additional supplies are needed after admission and the local pharmacy cannot provide them, we will ask you have them shipped from home.

• Bring your insurance card(s), your prescription insurance card(s) (if separate) and a credit card for pharmacy charges.

What to Bring:

• Casual clothing (about a 5-7 days’ supply) along with exercise clothes and a light sweater or sweatshirt (laundry items such detergent, towels and linens are provided). Dress code is casual and comfortable, but should not be revealing or provocative. No clothing or items should reference drugs or alcohol or anything potentially offensive to someone.

• You may bring items such as non-aerosol hair spray, alcohol free mouthwash, body lotion, and sunscreen. *Avoid toiletry items with alcohol in them.*

• Please bring your own unopened cigarettes and chewing tobacco as we do not sell them on campus. *Please bring enough tobacco products to last you for the duration of your treatment stay.*

• We recommend bringing between $150-200 of personal money. Bring dollars and coins for the vending machines. We are unable to cash any checks. We are not responsible for lost or stolen items.

• Swimming pool is available during scheduled wellness hours during your stay; please bring appropriate swimwear.

• Please bring your alarm clock (no clock radios).

• Patients with recent PPD skin test results or chest x-rays testing for tuberculosis (TB) are advised to bring a copy with them to avoid a retest. California law requires all patients be screened for TB exposure.

• If you have an advanced directive, please bring a copy of it.

• You may bring personal literature to read along with paper, pens, and pencils for note taking.

• You are encouraged to bring a laptop/tablet in the event you step-down to a lower level of care while in treatment at BFC. You will not be allowed to use these electronics while in residential care.

• *If on probation or parole out of state:* please bring a copy of your travel permit and/or interstate compact.

• Please contact your HR department to obtain required documentation if you are planning to use FMLA and/or Short-Term Disability.

What NOT to Bring:

• Sporting/exercise equipment, television, iron, pornography, expensive jewelry, heating pads, electric blankets, butane fuel lighters and any electronics with internet access or camera (other than cell phone).

• E-cigarettes and vape devices are now considered hazardous waste and will be disposed of on admission.

• Weapons nor ammunition. Ammunition will be confiscated and destroyed.

• Perfume/cologne, essential oils, aftershave, hair color, nail polish remover, nail glue and aerosol containers.
• Nicotine cessation products, cigars, rolling tobacco/pipe tobacco or clove products. If brought, they will be destroyed. Butane fuel lighters are not allowed.
• Energy bars/drinks, protein powders/bars and vitamin drinks.
• Items that hold great personal attachment.

Travel Information:

• If flying, Betty Ford Center does not offer transportation services. We recommend flying into Palm Springs and using Emerald Transportation Service at 760-772-4888 or Desert Cities Cab at 760-328-2227, as these companies offer BFC reduced rates upon request. Arrangements need to be made in advance to ensure availability.
• If driving, please follow the signs for admissions and park in one of the designated parking spots.
• You may keep your vehicle on campus. It is subject to be searched (use of your vehicle during your residential stay is prohibited).

Upon Admission:

• If cleared to admit with a negative COVID-19 test, you will complete admissions paperwork, including a privacy practice notice discussing your rights as a patient receiving alcohol and drug treatment services. You will also receive a drug screen at this time.
• You will be required to submit to a search of luggage and personal items.
• Medical staff will assess you for detox upon admission. Once medically stable, you will transfer to the treatment unit.
• If you are designated as a priority admission, you will be sleeping on the medical unit until a bed is available on the treatment unit. During this time, you will be allowed to participate in treatment programming.
• Smoking is allowed in designated areas only. You may request nicotine cessation products from our nursing staff.
• If you are diagnosed with an Opioid Use Disorder, our medical staff will prescribe a Narcan Kit for you through your pharmacy benefits. You may be required to cover some portion of the cost, based on your pharmacy benefits. You will be given your Narcan kit upon your discharge from our facility.
• Betty Ford Center is able to accommodate requests for vegetarian diets; however, we are unable to accommodate for a true Vegan diet at this time.
• Treatment units are scent free. Campus is alcohol and drug free.
• Betty Ford Center is a training institution. Health care professionals, medical students, medical residents, Fellows and other professionals may be observing and/or participating in the care and treatment patients receive while at the Betty Ford Center.
• Betty Ford Center makes every effort to provide you with high quality care; however, there are situations in which we may not be able to meet your needs in this setting. If necessary, we will provide you an appropriate referral or transfer.
Family/Visitor Information:

- The best way to leave non-emergency messages for patients is via personal email. Responding to emails is done using provided computers, where availability is based on the unit of which you are assigned.
- One family member is included in the Family Program with the cost of treatment. Contact the Family Program office at 760-773-4114 to register. This program is currently being offered virtually at no cost.
- Children ages 7-12 may participate in the Children’s Program. Patients will be offered opportunities to meet with Children’s Counselors while in treatment. You may also contact the Children’s department at 760-773-4291 to register. This program is currently being offered virtually.
- Family members may send mail to the patient. Our address is PO BOX 1560, Rancho Mirage, CA 92270. Letters must be addressed to Betty Ford Center including the patient’s legal name, otherwise letters will be returned to sender. Mail received after discharge will be returned to sender.
- In-person visiting hours have been suspended due to COVID-19. However, patients may visit “virtually” (e.g., via FaceTime, Skype, or other videoconferencing means) with their families and friends on Sundays from 1 p.m. – 4 p.m.

*HBFF is able to provide a completion for treatment letter, however, fit for duty assessments must be completed by your primary provider.*

COVID-19 Screening and Safety Measures:

- As part of Hazelden Betty Ford’s commitment to keeping you and others safe and healthy while in our care, we currently require COVID-19 testing for all incoming patients as part of our admission process. That helps keep our campus safe so you can focus on your treatment and recovery.
- When you arrive, we’ll check for symptoms of COVID-19, such as fever, a new cough or difficulty breathing. If our screeners determine you have symptoms, you won’t be able to begin treatment at that time, and we’ll connect with you once you are off campus to determine next steps. If you are symptom-free, a nurse will spend a few seconds getting a nasal swab. We do that test because the virus can still be present even in the absence of symptoms.
- Nasal swabs are collected and processed on-site through rapid testing; you will be notified of your results within 20-60 minutes and will be asked to wait in your car until the results are available. If your test comes back negative, you’ll be cleared to proceed with admission. If it’s positive, we’ll need to look at some other options, including enrolling in our virtual services until you are safe to return to residential services.
- Even if you test negative at the time of admission, you will be re-tested at day four of your stay. This is because the virus can sometimes take a few days to be detectable and we want to take as many precautions as possible to get an accurate test result.
- Once you are admitted, our infection control and prevention plans define that HBFF will discharge patients who develop fever or symptoms of COVID-19, because of this all new patients need to make provisions for one of the following prior to admission: 1. A local resource who will be immediately available to pick up the patient from our site 2. A specific plan for how to get home that is not reliant on public transportation. This will be discussed with one of our counselors.
- Anyone that will be on any of our campuses will also be required to wear a face mask provided by HBFF.
(surgical or N95 – use of N95 may be required based on local area ICU rates). Patients will only be able to take them off to sleep, eat/drink, and bathe. *This is a CDC recommendation* that we are following as an organization and as one of the many tactics that we are employing for your safety and the safety of our staff during this time of COVID-19.

- Other precautions are: social distancing by limiting gatherings around meal times and lectures; handwashing; wiping down common areas several times a day, and having a discharge plan in place pre-entry, just to name a few.
- We will also be doing temperature checks daily.