

## Saint Paul Admissions Checklist

### Required to Admission:

- *Prior to your admission*, fax or bring a copy of your History & Physical completed in the past 12 months (if we have not already received it.)
- *Prior to your admission*, fax a copy of your Mantoux results completed (and cleared) in the past 30 days.
- *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.
- 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*
- Please bring your insurance card(s), your prescription insurance card(s) (if separate) and a credit card for pharmacy charges.
- Please also bring some personal money for purchasing personal items while at Hazelden.
- Hazelden's 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. Laundry machines are available at Hazelden at no additional cost. Soap is available, but you may bring your own.
- For your convenience, linens, blankets and towels are provided. Please bring your own hygiene products except alcohol-based mouthwash, as this is not allowed while in treatment.
- You may bring paper, pens, and pencils for note taking
- Please bring your own nicotine products, as we do not sell them on campus. Smoking is allowed in designated areas only. *Do not bring E-cigarettes. If brought, they will be destroyed.*
- We recommend you bring a laptop or tablet to create resumes and cover letters. Wifi is available with limited access for employment and communication purposes.
- Cell phones are welcomed on campus but must be turned off during treatment groups.
- *If on probation or parole out of state*: please bring a copy of your travel permit and/or interstate compact. If out of country: you will be provided the I 192 form or US Consulate, if applicable.
- If you are planning to use FMLA and/or Short-Term Disability while in treatment, please contact your HR department prior to admission to obtain the proper documents required by your employer. Please bring these forms with you at the time of admission, so we can best assist you in utilizing these important benefits.

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### What not to bring:

- We ask you *do not* bring any of the following items: Television, iron, weapons, pornography, expensive jewelry, heating pads, electric blankets, pagers, or cameras.
- Because of the private and confidential nature of our work in alcohol and drug treatment, we are unable to allow wearable technology at this time. This includes smart watches and any Google Glass/Tech Wearables.

### Medication information:

- Please bring all your 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.
- Clients self- administer their own medications. Refills can be obtained at the Pharmacy of your choice.
- Gastric Bypass clients that have specific nutritional supplement needs may bring these in unopened containers for use.
- Some vitamins, dietary supplements, over the counter medications, and herbal remedies, are not allowed for use while residing at St. Paul. If brought, you may be asked to mail those items home.
- Please do not bring any medication, pills or supplements in baggies or medication holders with loose medication. Do not bring in expired medication. If they are brought in, they will be destroyed
- 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.
- Please bring your insurance card(s), your prescription insurance card(s) (if separate) and a credit card for pharmacy charges

### If arriving via airplane:

- Hazelden does not offer transportation services. Please make your own transportation arrangements for your arrival to campus.

### Upon admission:

- *We ask you not use any mood-altering substances (include prescription medication) within 72 hours of your admission.* You will receive a drug screen at the time of admission.
- Patient's must provide valid identification (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; a Passport from any country, a Social Security Card (with a secondary form of identification); a Certificate of Citizenship (with a

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secondary form of identification); or a Certificate of Naturalization (with a secondary form of identification)) during registration. If a valid ID is not provided on admission, patients must bring the ID at their next scheduled session in order to continue participation in the program.

- You will receive a privacy practice notice at the time of admission discussing your rights as a patient receiving alcohol and drug treatment.
- Upon admission to Hazelden, if you are diagnosed with an Opiate 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. Narcan is a medication that can acutely reverse the effects of taking too large a dose of an opiate and has been shown to save lives.
- Please plan to attend all treatment activities on the scheduled days/times. If you have any concerns regarding the schedule, please speak with your counselor.
- You may have your vehicle on campus after you have received approval from your counselor.
- Visiting hours are Sundays 1:30-5:00pm and Fridays 6:00pm-8:30pm. Pets are not allowed on campus including designated visiting hours.
- Hazelden makes every effort to provide you with high quality care; however, there are occurrences 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.