

Burning Tree Family Orientation Manual



Burning Tree

Treatment Program Overview

Mission Statement

The Burning Tree team offers you and your family the opportunity to create a life of excellence beyond sobriety by providing effective long term relapse prevention treatment. The heart of Burning Tree is our staff. We value the dedication and passion that the staff invests in your treatment with supportive environment allowing for allowing for personal, professional and financial growth.

Burning Tree Philosophy

We are convinced that addiction is a disease of the human spirit. It is impossible, however, to ignore biological, psychological, social, and environmental components that impact the development of the human being and fuel the addiction. Our experience has shown that when the spiritual malady is addressed, we heal mentally and physically. Naturally, we do not ignore the other aspects of the illness in your treatment. Therefore, our treatment is based on spiritual principles that treat the whole person coupled with proven medical and mental health interventions. Abstinence is the first step of the process in assisting our clients to create a new life of excellence. This outcome can only be accomplished one day at a time and is attainable for anyone willing to surrender and take the necessary steps.

Physical Setting

Burning Tree Recovery Ranch is located in Kaufman, Texas, approximately 1 hour southeast of Dallas. Burning Tree Lodge is in Elgin, Texas, 30 minutes northeast of Austin. The peaceful rural settings are conducive to the process of healing the mind, body, and spirit of those who suffer from chemical dependency. An integral part of each resident's treatment plan is a requirement to participate in a daily work schedule at the facility. A commitment to taking responsibility for self and being responsible to others is a vital aspect of individual recovery.

Treatment Regimen and Program Overview

Our goals, through the introduction and utilization of the 12-step program for living, coupled with a three phased treatment approach, is to guide the chemically dependent person to abstinence. This is, however, just a beginning. Abstinence coupled with a commitment to a new way of life and through the practices of spiritual principles, the clients can look forward to a life in which they have the tools to live successfully without chemicals. Our belief is that the illness of chemical dependency is three fold in nature; affecting the mind, body and spirit of each individual. Therefore, our program is designed to treat the "whole person" along with providing education and support for the family and significant other in each client's life.

Our program offers 24-hour supervision, 7 days per week. Activities are highly structured and supervised by competent staff members. In addition to our professional staff we are fortunate to have recovering volunteers that work closely with our residents to assist them in becoming acclimated to the fellowship of the 12-step programs. We strongly believe in participation in daily 12-step meetings in addition to professional counseling and therapy. Residents experience in house meetings as well as meetings in surrounding communities. This situation affords our residents the opportunity to experience recovery in the real world.

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Research in the field of substance abuse treatment has proven that recovery is dramatically enhanced through a continuum of care. With this research in mind, we have developed our program with three levels of treatment that allows the residents to transition through phases with the end result being successful reintegration into society with a firm foundation for sober living.

Client Population

Our residents usually have a history of conventional 28-day treatment programs. Many of them have been in and out of AA/NA for years. For this resident population TIME is the most critical factor for full and successful rehabilitation.

TIME allows:

- The mind a chance to develop new mental habits which brings about a change in thinking.
- The practice and refinement of new behavioral skills.
- The replacement of unhealthy people, places and things with a healthy recovering community that supports growth and sobriety.
- Family relationships to begin a healing process enhanced by involvement in the family program.

Our commitment is excellence in treating this pervasive, cunning and baffling illness. We pride ourselves in helping those who have yet to find long lasting and meaningful sobriety. At the core of our program are our staff members who possess strong interpersonal skills and are licensed in the state of Texas to provide professional counseling at both the individual and group level. The staff is continuously being trained on the newest state of the art techniques in treating addiction.

Your involvement can influence a positive or negative outcome. Substance Abuse treatment can be an extremely difficult and emotional experience for the participants. Burning Tree respectfully requests that family members allow the clients to be fully engaged in treatment. This means that it's critical for the family to respect all of the Burning Tree Program guidelines and support their loved ones by staying in contact with staff and reporting any unusual incidents or situations of concern. We respectfully request that you allow your loved one to work through their pain as a door to sobriety. Please do not try to rescue them even though it is tempting to do so.

What You Can Anticipate From Your Loved One Being In Treatment

Your family member may experience some of the following:

- A temptation to create or present a different part of him/herself, or a front to protect him/herself from the treatment experience.
- A temptation to focus on what is wrong with other clients, staff, or the facility or focus on family matters or any other outside concerns rather than deal with him/herself.
- Clients may be surprised to discover that others feel the similar feelings and have support for how they feel.
- They may feel that things are getting worse rather than better such as increased anger, increased loneliness, intense pain, or feeling even more out of control.

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- They may experience strong negative feelings directed towards specific clients or staff members who remind them of someone important in their life.
- A feeling of being “fixed” and ready to leave treatment despite staff recommendations that they remain and complete the program.
- A tendency to feel guilt and shame and verbalizing a strong desire to repair the damage or to leave and immediately fix the problems they created in their addiction.
- A balanced perception of the damage of their addiction on themselves/others and a realistic understanding of the mechanism of recovery.
- A desire to shield you from becoming involved in family programming or even talking to the counseling staff.

What you may experience:

- A tendency to keep secrets or avoid talking to staff regarding any relevant information regarding telephone/written communications with the client.
- A temptation to minimize family problems.
- Feeling resentment towards the client for being in treatment and being left to deal with all outside issues and problems alone.
- Preoccupation with problems that easily could wait until treatment is completed.
- Believing that treatment for the client will magically fix all family problems.
- Minimizing the impact of the addiction on yourself or other family members.
- Experiencing resistance to attending recovery support groups for family members.
- A desire to shield the client from any bad news or problems for fear of “setting them off”.
- Continuing to be manipulated by your loved one to meet their self-centered needs.
- A sense of hope and optimism.
- A strong desire to do whatever it takes to get and keep the family and the client in recovery.

All these experiences are a byproduct of the difficulty involved in making the changes necessary for true sobriety to take root. If you or your loved one is experiencing any of these symptoms, do not hesitate to contact Burning Tree Staff.

Family Members’ Guide to Burning Tree Program Rules

We believe that part of our job is to teach the clients to act responsibly and that their failure to do so will result in ongoing consequences. Two of the primary behavioral problems with our clients are failure to follow direction and lack of self-discipline. We structure our program to teach these skills, along with many others. It is important that you operate on the same level of accountability. Therefore, we require you to be on time for any visitation, family program or other events, you will also feel the impact of this learning should your client be denied phone or visitation privileges. While you may be disappointed, it is crucial that you stand behind us in this learning experience. Keep in mind that the consequences your client will experience at Burning Tree are nothing compared to the consequences that the world may impose if they don’t learn this simple lesson before discharge.

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Allowance

- Clients are required to establish allowance funds to use for group outings and donations for 12 step meetings. The monthly budget for allowance is \$125.00 and the weekly allotment is based on the scheduled outing for the week.
- Clients are not permitted to have more than \$25.00 in their possession apart from special events and any cash remaining above \$25.00 must be turned in to staff.
- The allowance fund is separate from the treatment and medical account and each client is responsible for keeping their allowance account liquid. Family members are asked to send funds directly to the facility that the client is residing in, to the attention of the office administrator (rather than to the client's attention). This money will be deposited into the client's allowance account.
- Please do not send money or credit cards to clients under any circumstances.

Automobiles

- Personal automobiles or other personal means of transportation are not permitted while in Phase I as transportation will be provided by Burning Tree.
- Clients in Phase II may be permitted to have a car with staff approval, a valid driver's license, proof of automobile insurance, and vehicle registration.

Mail

- Clients receive mail on Monday, Wednesday and Friday and they may send mail daily. All client mail should be directed to the name of the client and addressed as follows:

Burning Tree Ranch- Kaufman location

Letters:

Client's Name
C/O Burning Tree
P O Box 757
Kaufman, Texas 75142

Boxes/Bulk Mail (must be sent by FedEx or UPS)

Client's Name
C/O Burning Tree
2837 County Road 101
Kaufman, TX 75142

Burning Tree Lodge- Elgin location

Letters:

Client's Name
C/O Burning Tree
P O Box 1178
Elgin, Texas 78621

Boxes/Bulk Mail (must be sent by FedEx or UPS)

Client's Name
C/O Burning Tree
122 Fisher Street
Elgin, Texas 78621

- Family members are requested to send only the items that are legitimately required to meet the needs of the client, above what the client could provide for themselves.
- Family members are requested to report any suspicious or strange requests to Burning Tree staff.
- It is our experience that family members often attempt to treat their own pain or guilt by sending excessive gifts to clients. This can send the wrong message and be very detrimental to the treatment process. Please keep your mailings to minimal necessities.

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Phones

- Clients in Phase I are not allowed to have cell phones while in treatment.
- Telephones will be provided by Burning Tree and phone privileges will be as follows:
 - Phone calls will be limited to 5 minutes unless approved by staff in advance.
 - The phone is available Sunday after 4pm CST to call family members and will be turned off during treatment activities and meetings. Use during these time periods is by staff approval only and all calls will be dialed by and monitored by staff.
 - Calls on Wednesdays are limited to sponsors; family can be called on Sundays only.
 - While using the phone, confidentiality of fellow clients shall be respected at all times.
 - The phones are not to be used to conduct personal business without staff approval.
 - New clients must wait a 10-day period prior to making or taking their first telephone call.
 - No client is to make phone calls for other clients at any time.
 - Violation of any of these privileges could result in the following consequences or restrictions:
 - Loss of phone privileges for 7 days.
 - Loss of phone privileges for a period that can be utilized as a therapeutic intervention. The period of time to be determined by staff.
 - Failure to comply with phone rules can result in the whole client population losing their privileges for a period of time determined by staff.

TV's, CD Players, Radios

- No personal televisions, video players, iPods or MP3 players are allowed. Personal CD players with headphones are allowed in their rooms only.
- Burning Tree will provide a television in the community area.
 - Staff will determine the viewing hours; viewing is generally limited to weekends.
 - The television will be turned off during meals.
 - Violations of the viewing policies could result in the loss of television privileges for the community for a period to be established by staff.

Visitation

- Visitation is on the third Sunday of each month.
- New clients are placed on a 30-day visitation restriction, meaning that they may not have visitors during this time. This is to allow them to settle in, connect with the community and minimize distraction.
- Visitation is limited to family members.
- Sunday visitation hours are 12:00 – 4:00 PM:
 - Doors open at 11:30 am.
 - Allow ample travel time and arrive promptly by 12 noon.
 - From 12pm to approximately 1:30pm visitors are with staff in a family orientation meeting without your client present.
 - 1:30 to 4:00 pm is time spent visiting directly with your client.
 - You are required to attend family orientation at each visitation. Failure to do so will result in denied visitation.

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- Visitation is a privilege. The client must request visitation privileges in advance and have it approved by staff. If your client does not submit a request form, he/she will be denied visitation privileges for that month.
- There must be a release form signed for each visitor prior to visitation.
- While visiting Burning Tree, all visitors must abide by posted guidelines and respect other client's confidentiality.
- Family members are requested not to bring any cameras, video cams, or tape recorders.
- All packages, gifts, and/or supplies must be mailed to the client and will not be accepted during visitation. Clients may not send items home with family members.
- Do not bring food, drinks, candy or money for the client.
- Any questions regarding visitation may be directed to your client's counselor.

Burning Tree Visitation Agreement

- Clients are limited to 3 visitors.
- All visitors must sign in and wear a name badge.
- All visitors are required to attend the orientation group at 12 noon.
- All packages, gifts, and/or supplies **MUST BE MAILED** to the client. Any packages, gifts, and/or supplies brought by visitors will **NOT BE ACCEPTED**.
- **DO NOT** bring food, drinks, or candy for the clients.
- Do not allow clients to enter your automobile.
- Visitors are not allowed in client dorms/bedrooms.
- Visitors and clients cannot exclude themselves from staff supervision.
- Visitors and clients cannot perform displays of affection such as: open-mouth kissing/extended hugging/ any physical contact other than brief hugging or closed-mouth kissing and hand holding.
- Visitors cannot swim in the swimming pool or lake.
- **DO NOT** give money to a client.
- All visitations must be pre-approved.
- All visitors must use staff bathrooms only.

Children on Property

In order to protect children, we have established the following rules for children ages 17 or younger:

- Must be supervised (adult responsible for them is to be no more than 10 feet away) at all times.
- May not play pool or play on the pool table.
- May not stand or play on the furniture.
- May not play with horses, snakes, fire ants, or cattle.
- May not be supervised by a BTP employee who is "on the clock".
- May not be supervised by a client who is not a family member.
- May not be in pool area.

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It is your responsibility to see that these rules (along with common sense) regarding children are followed. If we see you are not closely supervising your children, we will protect your children by politely insisting you stay with them at all times. Should you not cooperate fully, we will ask you to leave.

Please be on Time

Two of the primary behavioral problems with our clients are failure to follow directions and lack of self-discipline. We structure our program to teach them these skills, among others. It is important that you operate on the same level of accountability. Therefore, we require you to be on time for visitation.

When you come to visitation, you are expected to arrive between 11:15am and 12 noon. If you arrive 5 minutes after noon, you will be asked to leave and denied visitation privileges. Secondly, you are required to attend orientation at each visitation. Failure to do so will result in denied visitation privileges and you will be asked to leave.

Discharge Criteria Checklist

We use the following criteria to determine if a client is ready to discharge:

1. Has this person had an honest change of personality that will be sufficient to recover from alcoholism/drug addiction?
2. Is this person emotionally stable?
3. Has this person begun to replace self-centeredness with a genuine consideration of others?
4. Is this a realistic view of the disease and its power?
5. Are there other problems evident?
6. Are there other dependencies that have replaced drinking and drug use for the time being while relapse is waiting?
7. Is there humility, willingness, honesty, discipline, forgiveness, compassion and other spiritual qualities in your behavior?
8. Is the person living in the solution, letting go of control, not in a clash of wills with direction? Is it real?
9. Has the client addressed the wreckage of their past?
10. Have they participated in Family Program?
11. Is there employment or living arrangements that are conducive to recovery?
12. Are there legal problems, financial concerns, relationship problems, or health problems, and how are these to be coped with in the future?
13. Is the person following Burning Tree Rules?
14. How is he/she handling confrontations?

Thank you for putting your trust in Burning Tree. If we all work together, anything is possible!