



Touchstone Community Facility

Program Handbook

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Washington State Department of
CHILDREN, YOUTH & FAMILIES

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Touchstone Community Facility
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Overview

This handbook provides an overview of the Touchstone Community Facility program, opportunities, and what to expect at Touchstone. Touchstone staff are here to help you prepare for reentry into the community. We work with you to set goals. To help you reach your goals, we collaborate on objectives to meet your goals, identify barriers, shape replacement skills, and work through issues together. We are honored to be part of your time with Juvenile Rehabilitation (JR) and want to help you best utilize your time. If you have any questions, please reach out to any of the Touchstone staff.

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Program Introduction

Touchstone Community Facility is one of eight state community facilities for JR youth and houses up to 16 young people. Touchstone is committed to fostering a warm and caring environment so that you feel safe in making big changes. Touchstone also provides education, vocational opportunities, and skills-based treatment services to help you successfully transition back into the community.

At Touchstone Community Facility, we understand that everyone is unique, with diverse backgrounds, different ways of expressing themselves, and individualized strengths and needs. Staff are encouraged to look at each person and situation individually and help you reduce behaviors that may get in the way of your goals. Part of your treatment plan will be to identify things that motivate you and establish achievable short and long-term goals.

Safety

At Touchstone, we want you to not only be safe, but also feel safe. It is important for you to know that your privacy matters and we do not tolerate any physical or emotional intimidation by peers or staff. Staff do not physically restrain residents. Your privacy is considered and respected. Staff want to hear your concerns. If at any time you do not feel safe in the program or in our local community, please inform staff immediately. We will discuss the issue with you and help to identify some solutions to remedy the situation.

Your Right to an Abuse-Free Environment

Touchstone is committed to protecting your right to be safe from sexual abuse and sexual harassment. We have a zero tolerance policy toward all forms of sexual abuse and sexual harassment. This means every report of abuse or harassment is investigated. As part of your orientation, you will receive a safety guide on sexual abuse and harassment, and complete a Prison Rape Elimination Act (PREA) education session reviewing the following:

- Your right to be free from sexual abuse and sexual harassment
- Ways you can protect yourself
- How you can report incidents
- Your right to be free from retaliation for reporting sexual abuse or sexual harassment
- The zero-tolerance policy at Touchstone and in JR
- The response procedures to sexual abuse and sexual harassment

We strongly urge you to report incidents or suspicions of sexual abuse and sexual harassment in the following ways:

- Tell your counselor, a supervisor, teacher, nurse, or any staff at Touchstone you feel comfortable speaking with
- Tell someone you trust
- Call the END HARM Hotline at 1 (866) 363-4276
- Fill out a youth complaint form and turn it in (complaint box is checked daily Monday-Saturday)
- Call the 24-hour Victim Services Hotline 1-888-560-6027

Privacy

All residents have a right to shower, perform bodily functions, and change clothing in privacy. The only exceptions to this is in an emergency safety situation (example: if you fell in the shower and needed medical assistance). To maintain your privacy, we recommend changing clothes in the bathrooms. Residents must be fully dressed (shirt and shorts) when moving from the bathroom/shower back to their bedroom (you may not walk to your room wrapped in a towel).

You may also change in your room, away from the door. When staff are checking on residents, they will knock first and wait for a response. This is when you should inform staff that you are changing clothes. They will not come in. Staff only enter your room in this instance if there is a safety or security issue.

During sleeping hours, you are required to be fully clothed in pajamas (t-shirt or tank top and shorts, sweats, etc.).

Your Voice and Opinions Matter

At Touchstone, we will work with you to get your voice and opinions heard in an effective way. We welcome your feedback and provide opportunities for you to participate in program planning and discussion groups, as well as opportunities to give your opinions, comments, and feedback directly (in group or meetings) and indirectly (through feedback forms).

Treatment and Programming

At Touchstone, we incorporate Dialectical Behavioral Therapy (DBT) as part of JR's Integrated Treatment Model (ITM). Your counselor can discuss these further with you when you meet.

Program Orientation

The period prior to transferring to Touchstone will begin your program orientation. A case manager and a manager will reach out to you before you arrive. Touchstone staff will review program rules, privileges, community access requirements along with learning your goals. We will try and establish the best living arrangements and program opportunities based off of your goals.

Once you arrive to Touchstone, you will go through an intake process and we will get you acclimated to the facility. Our goal is to get you started in the community as soon as possible.

Programming Opportunities: Education, Employment, and Life Skills

Education

If you arrive at Touchstone without a high school diploma or GED, you will be enrolled in our on-site high school or our GED program based on your need. We do have students attend Olympia High School at the start of one of the semesters. Starting mid-semester is counterproductive to earning and retrieving credits. Running Start is available to high school students who qualify through testing.

College and vocational schools are options if you have your GED or high school diploma.

Programs offered:

- In-house school education program provided through the Olympia School District
- GED preparation at Gravity High School
- Olympia High School
- New Market Vocational Skills Center
- Evergreen State College
- South Puget Sound Community College

Employment

There are a number of job opportunities in the local community. Staff will work with you to find employment options. Prior to starting a job in the community, you, your employer, and the Touchstone administrator must sign an employment supervision agreement. This form explains the core rules and conditions you will need to be aware of while you are working. You and your case manager will review this form prior to starting your job.

Staff will typically transport you to and from work. Based on proximity, you may walk, ride a bike, or take the bus.

Life Skills and Independent Living

Touchstone promotes an independent living experience. We will run groups and individualize independent living skills based on your needs. Touchstone can help you with managing your finances, looking for housing, health care, transportation, and recreation to list a few.

Community Engagement and Family Visitation

Family Visitation

We encourage family and friends to visit. Visitors must be 18 years old or accompanied by their guardian per JR Policy. You will work with your case manager to build an approved visitation list. Visitors will be orientated to the visitation expectations by the case manager in advance of the first visit.

All visitors under the age of 18 must be accompanied by their own parents.

Visiting Hours

Visiting occurs every day of the week during program hours up until 8:30 p.m. Space may be limited, and we have a visitation sign up calendar to ensure we plan ahead and don't have to turn anyone away.

Visiting Protocol

- All visitors must check in with the staff on duty, sign the visitor log, and present valid photo I.D.
- Visitors may bring food and clothing for residents at Touchstone. All items are subject to prior approval by staff and will be searched and inventoried.
- Gifts, clothing, money, and any other material items must be turned in to staff on duty. You cannot receive these items directly from visitors.
- All food brought in must be pre-cooked or homemade and ready to eat.
- Visitors must keep their children in sight at all times.
- Visits will not interfere with your treatment program.
- Residents are not allowed to use or be in possession of cell phones during visits.
- Ask staff before taking pictures. Staff need to protect the confidentiality of other people here and will find an area to take pictures.
- People should use respectful communication, free of profanity and offensive gestures.
- Smoking is not allowed on Touchstone property.
- Tobacco products and lighters are not allowed in the facility.
- You may greet with a hug or hand shake and depart with a hug or handshake, however no other physical contact is allowed.
- Staff can terminate visits at any time if the visiting rules are not being followed.

Individuals may have privileges withheld or limited for the following reasons:

- By order of the court.
- Unexpected situations or emergencies.
- Violation of visiting policy.
- Serious security concerns (example: if resident's communication with others or a specific person is detrimental to their safety and well-being or counterproductive to treatment).

Authorized Leave

When you reach 60% of your minimum sentence, you may be eligible for authorized leave. Authorized leave is based on your level of motivation and engagement in treatment and the program as well as your parent/guardian's level of involvement in your treatment. All Authorized Leaves must support family involvement, treatment, and transition. The case manager will review guidelines for authorized leave.

Community Involvement Passes (CIPs)

Family CIPs are intended for you to build family relationships. To qualify for family CIPs, you must be participating in program treatment. The case manager will go over the CIP orientation with you and your family. The CIP will be done in the Olympia area and range from 2-4 hours based on your progression in the CIP process. There is a CIP form with a pre-approved itinerary for each CIP.

The CIP process from beginning to end is as follows:

- Request a CIP form from staff.
- Submit form prior to requested day.
- Your case manager must review your request.
- The CFA or JRS will also review and give or deny approval.
- Before a CIP occurs, your parent/guardian needs to visit and meet staff (unless distance is a factor), communicate regularly with you and your counselor, and be actively involved in your treatment.

- Parent/guardian or volunteer needs to attend an orientation prior to the outing. During the orientation, they need to submit a copy of their driver's license and valid insurance, unless they will be walking or using public transit.
- Only those listed in the CIP are allowed to attend the planned event.
- You and your escort sign a form agreeing to and verifying the conditions of the outing.
- Youth and escorts coming back from a CIP will debrief staff and provide receipts. Receipts are needed even if the escort pays for the activity; this is to ensure accountability in the community.
- Once a CIP is approved, there cannot be any changes without the approval of the administrator.
- Staff may do a visual while you are on your outing.
- If residents are late, a phone call is required to the group home.

Telephone Use

You can have as many phone calls to your approved contacts as you need as long as the lines are open. We have two phones to use during program hours. The only limits are if there is an issue directly related to phone use.

Resident Funds

While at Touchstone, you may receive or earn money. Touchstone staff are the assigned custodians of all money you receive. Staff will document and receipt all money and place it in your individual in-house account. Youth should immediately turn in all money to the staff on duty.

- You will work with your case manager on developing a budget and financial goals. You will also review your restitution balances and develop a financial obligations payment plan.
- You will be required to assist and sign off on all banking/resident fund transactions.
- Loaning or borrowing money from other residents, staff, or community members is prohibited.
- Staff return funds to you upon release or forward to the receiving institution in case of transfer.
- Touchstone staff collect all paychecks. Most businesses use direct deposit and this is acceptable.
- Residents will provide receipts for all purchases made.

Shopping

Shopping at local businesses, the mall, and factory outlets for personal hygiene supplies, snacks, clothes, or other items are planned with staff in advance. We want to assist you in learning how to plan ahead, budget your money, and think about needs versus wants. Staff may designate certain days for store runs. All budget requests must be turned in by the Tuesday staff meeting.

Written Correspondence

We encourage you to write often to your family. Touchstone supplies envelopes, paper, stamps, and pencils for writing letters.

All incoming and outgoing mail will be documented in the mail log regarding sender information. Mail can only be received from those on your approved contact list. If you receive mail from someone not on your contact list, it will be given to your counselor to approve.

Staff open all incoming mail. Staff do not read mail, but do screen your mail for contraband and money. Staff receipt and place your money in a designated safe to be deposited into your account. Staff

confiscate contraband and any mail bearing gang symbols, inappropriate photographs, obscene symbols or language, or anything contrary to the treatment process.

JR prohibits mail delivery between facilities without supervisor approval. We will inform you in writing if mail from a source is restricted, and the reasons for restriction.

Community Service

To foster community involvement, develop support networks, give back to the community, and practice social skills, community service is a requirement at all JR community facilities. This allows youth to complete any community service hours owed to the court.

There are numerous opportunities to volunteer. Touchstone is a member of the local neighborhood association and we participate in a variety of local community service projects. We help make trails, clean up parks, set up events, clean up graffiti, and help out the YMCA on events when needed. You will have the opportunity to be a part of our supporting community.

Personal Wellness

Touchstone supports personal wellness and healthy lifestyles. We have a full-time cook who provides nutritious, balanced meals. Touchstone also provides some structure to encourage necessary levels of sleep and exercise. We also have weights and a sport court on site.

Medical, Dental, and Mental Health Services

Medical, dental, and mental health services are available off site at community agencies. When you arrive, we will make an appointment so you can meet our doctor and set up any needed medical plan.

All youth are enrolled in the Medicaid program unless wage earnings exceed the allowable limits for eligibility. Your private insurance carrier may cover treatment. Medical coupons cover some basic services, while other services cost extra. Touchstone pays any necessary treatment not covered by medical coupons with approval by the program administrator.

It can take up to several weeks to schedule appointments. Please do not wait to speak with staff if you feel you need to go to the doctor, dentist, psychiatrist, or a therapist. In the event of an emergency, staff will take you to the nearest hospital emergency room.

Vision screening and corrective lenses are available from our local provider. Your medical coupon covers some basic services, while other services cost extra. Please speak with your counselor for details.

You must have a physician prescription for non-prescription drugs, herbal supplements, remedies, or vitamins. Any costs not covered by your medical coupon or insurance is your responsibility unless approved by your counselor, the supervisor, or the administrator.

JR prohibits keeping medications in resident rooms or personal possession. Staff manage all medication. Staff supervise consumption of any medication.

A current immunization record is required for school attendance. If your record date is not current, it will be necessary to bring it into compliance with required vaccinations.

If you refuse medical or dental care, you need to sign a waiver releasing Touchstone from any responsibility. Taking your prescribed medication(s) is voluntary, though refusing your medication results in consultation with the supervisor or administrator.

Meals

Good nutrition is important and Touchstone encourages a healthy, well-balanced diet. Touchstone provides three meals and two snacks daily. Please inform your staff of any food allergies – they will notify the cook to make accommodations. Let your case manager know of any dietary needs based on cultural or religious practices. Below are a few mealtime expectations:

Meal Schedule							
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Breakfast	7-10 a.m.	7-10 a.m.	7-10 a.m.	7-10 a.m.	7-10 a.m.	7-10 a.m.	7-10 a.m.
Lunch	11:30 a.m.	11:30 a.m.	11:30 a.m.	11:30 a.m.	11:30 a.m.	11:30 a.m.	11:30 a.m.
Dinner	5 p.m.	5 p.m.	5 p.m.	5 p.m.	5 p.m.	5 p.m.	5 p.m.

Bedroom Cleanliness

We have minimum standards for room cleanliness at Touchstone. It is important for yourself and your roommates that your room is neat and orderly. Rooms should be cleaned daily when you wake up and kept neat through the day. You are responsible for your possessions. The following are the basic expectations for room cleanliness:

- Bed is neatly made
- Desk, dressers, and tables are neat and free of dust
- Floor is swept and cleaned, rugs are vacuumed when necessary
- Clean clothes are in your wardrobe/dresser and dirty clothes are in the basket
- Waste containers are emptied
- Beds, desks, and other furniture must remain in designated areas, please do not rearrange furniture in your room

We check bedrooms daily and will help you learn how to clean and keep a tidy room.

End of Program and Lights Out

Program ends at 11 p.m. Sunday-Thursday and midnight on Friday and Saturday. Lights out is midnight every day. If you get home from work after program closes, you can stay out for an hour to eat, relax, and wash up. We don't interfere with others whose program is over during this time.

Laundry

Each person is responsible for doing their own laundry. Staff will help you understand how to do your own laundry (using the machines, proper amounts of detergent, etc.). An iron and ironing board is available. These remain downstairs in a shared area.

Exercise and Recreation

Touchstone has a bench press and weight set that you can use during program hours up until 8:30 p.m. There is also a basketball court in the backyard, which can be converted into a pickle ball court that can be used up until 8:30 p.m.

We have a YMCA membership that offers basketball, weights, cardio equipment, and an indoor pool for swimming laps. School outings may include cultural exhibits in museums, art exhibits, and social learning experiences. Group outings to the ocean, beach, Mt. Rainier, Mt. St. Helens, Nisqually Wildlife Refuge, or to go fishing may occur seasonally.

Spirituality

Spirituality can be an important part of life and transitioning back into the community. Touchstone fully supports attending spiritual services. There are many churches, temples, and mosques in our community. If you are interested in attending these services, talk to your counselor about what is available.

Treatment and Coaching

Individual Counseling

Case managers will work with you on goals and identifying barriers to goals. Our goal is to build protective factors around you in the areas you need. We want to break down barriers and help you achieve your goals. We will meet at least weekly. We use community providers for additional counseling when needed.

Treatment Groups

We offer DBT Skill Generalization Groups to allow you to practice the skills you have acquired in a real-world setting.

Specialized Treatment

Mental health and SUD treatment is offered in connection with community providers.

Program Expectations and Privileges

You will come into Touchstone with Standard Privileges. You may earn Extra Privileges. Privileges can be suspended due to behaviors and or lack of engagement in treatment.

Standard Privileges

- 11 p.m. bedtime Sunday-Thursday
- Midnight bedtime Friday-Saturday
- Phone calls, TV, laptop and video games during open program
- Community Access aligned with Community Access approval form
- TV, video games, music players in room
- Clothing, bedding, and decorations that are appropriate
- Access to youth accounts

Extra Privileges for youth or the group are identified on an individual or group basis.

Restricted Privileges

Staff assign restriction based on behavior and will let you know what it will take to lift the restriction through an assignment. Descriptions of the type of restrictions you can receive for different behaviors, the associated consequences, and duration are as follows:

- **In the moment:** An assignment will be given and the restriction will be in place until the behavior or task is resolved.

- Internet violation, like social media. Online technology will be restricted until the assignment on how to get needs met without breaking rule is completed.
- Verbal outbursts. Staff will discuss the outburst or give an assignment on replacement skills. You will need to stay home until the behavior or task is resolved.
- **Day to Day:** No outings or spending until the next day.
 - Not participating in appointments, program, groups, or sessions.
 - Being in another youth room or unauthorized space at Touchstone (first time).
 - Door visiting after bed time.
- **One Week:** No outings or spending.
 - Contraband nicotine or cell phone.
 - Littering or inappropriate interactions in community.
 - Fights, bullying, victimization, theft.
 - Repeatedly going out of bounds at Touchstone.
- **Two Week:** No outings or spending.
 - Drug possession
 - Unaccounted for time in community.
 - If there is suspicion of unaccounted time, the program will be suspended. If founded, the program will be pulled in addition to the two-week restrictions.
- **Individual restricted programs:** Additional privileges may be removed that relate to a behavior. Ongoing behaviors may require an Individualized Program.

Dress Code

We don't want you wearing clothing that shows depictions of weapons, drugs, alcohol, or other things that could be counterproductive to your treatment or attract negative attention in the community.

House and Community

House Rules

- **Be where you are supposed to be**
 - Do not go in another bedroom, staff offices, kitchen, back stairwell, server room, pantry, front door area, sheds, or out front without staff.
 - Weight room is okay without staff. Clean up and let staff know when you are done.
- **Be on time**
 - Be up and ready at the program time.
 - Be ready to go for school, work and appointments.
 - Everyone inside by 8:30 p.m.
 - Be in room on time and have your lights and TV out on time.
- **Hands to yourself**
 - Avoid horseplay and harming.
- **Noise level down**
 - No music outside on speakers or out the room windows.
 - Bedroom noise is too loud when staff can hear it in the office with your door closed.
 - Keep the volume on the living room TV and computer at a reasonable level.
 - Shape away from cussing please.
- **After bedtime**
 - No door visiting or going downstairs.
 - One at a time in the bathroom.

- **Youth computer**
 - Stays plugged in.
 - No pornography, explicit material, or social media.
- **Contraband**
 - Weapons or tools
 - Drugs or Alcohol.
 - Money (cash, cards, apps)
 - Cell phone
 - Internet connected without permission
 - Pornography
 - Nicotine products or incendiary devices
 - Movies or TV rated R, NR, NC-17, and M, and M-rated video games
- **Clean up**
 - Clean your room
 - Clean your assigned area
- **Rooms**
 - No pets, appliances, or house cleaning supplies.

Community Access

Appointments: Staff will aim to get you to appointments 10 minutes early. Staff will accompany youth into the appointment unless:

- Office does not allow guests of the patient.
- Job interview.

Outings: Staff will orient youth to the expectations of the outing prior to leaving. Youth must be in visual sight of staff at all times. When going to a store, youth must stay on the same aisle and within **20 feet of the staff**. At sporting events or other crowded outings, we stay as a group and staff will remain in close proximity to youth. When going to a park or trail, youth must be within sight and ear shot of staff. Youth may not have people from outside the house join the outing. Staff cannot leave youth in the car or stay in the car during outings. The staff can end the outing at any time. Staff will debrief after the outing. The staff taking the outing will let you back in the house and you will be searched prior to entering the day area.

Summary:

- Use appropriate language and stay with staff. There is some distance when you are playing sports but other than that, staff are with you.

School/Work: Staff will go with you to explain the supervision agreement with the community supervisor (boss, teacher, etc.) and ask for their signature. Staff will review Treatment Addendum and Supervision Agreement with youth and outline expectations:

- Stay on site
- No contraband
- Be in assigned break areas
- No going into unauthorized vehicles
- No guests meeting up with you

Searches

Shared spaces are searched at least weekly and upon suspicion.

Pat frisk or wand searches happen during every entry from the community or car, after visits, and when there is suspicion. They also occur randomly prior to entering the community. A pat frisk search will occur prior to urinalysis as well.

Room searches happen 1-2 times daily at random and upon suspicion.

Strip searches are prohibited in the community facilities.

Complaint Services

If you have a complaint regarding your treatment at Touchstone, the first step is to discuss the issue with the person(s) you have the issue with. This requires effort on your part to approach the situation appropriately – staff can coach you through this process. If you have done this and feel your rights are still being violated or you are being treated unfairly, you can fill out a Youth Complaint Form located on the resident bulletin board in the front foyer. If you need help understanding the form, talk with the program supervisor or administrator. Fill out the complaint form and place it in the locked “youth complaint box” located in the great room (next to the staff office window).

Legal Services

Staff will not provide you with legal advice, but you can contact your attorney at any time. If you do not have an attorney, but would like to seek legal assistance, you can consult the information board in the resident hallway. There are Legal Assistance Request Forms located there. Team Child is currently the legal counsel for JR youth. If you complete a Legal Assistance Form please give it to your counselor, the supervisor or administrator and they will fax it to Team Child. It is important to let the administrator know when you request legal assistance so they can follow up to assure your request is answered. You can contact them at (877) 295-2714 or (206) 322-2444 x 101. Calls to your attorney do not count toward your daily-allotted phone calls. If you have further questions, you can talk with your case manager, program supervisor or program administrator.

Fire and Emergency Procedures

Fire Drills

The fire alarm is a loud and continuous blast. Exit the building by the shortest and safest route. Meet on the sport court for a head count. Staff will be in both meeting locations.

Actual Fire

Sound alarm (note alarm locations on fire escape map located throughout the house). Notify staff and/or call 911 immediately. Exit the building by shortest and safest route. Save life over any property.

Other Emergencies

Notify staff or call 911 immediately. Remain calm and cooperate with the proper authorities. Offer assistance only if you are sure it will help the situation. At Touchstone, our first consideration in any emergency is the protecting and saving of lives.

Residential Disciplinary Standards (WAC)

1. Serious violations by a youth include:

- a) Escape or attempted escape.
 - b) Violence toward others with intent to harm or resulting in significant bodily injury.
 - c) Involvement in or conviction of a criminal offense under investigation by law enforcement or awaiting adjudication for behavior that occurred during current placement.
 - d) Extortion or blackmail that threatens the safety or security of the facility or community.
 - e) Setting or causing an unauthorized fire with the intent to harm self, others, or property or with reckless disregard for the safety of others.
 - f) Possession or manufacture of weapons, explosives, or tools intended to assist in escape.
 - g) Interfering with staff in performing duties relating to the security or safety of the facility or community.
 - h) Intentional property damage in excess of \$1,500.
 - i) Possession, use, or distribution of drugs or alcohol or use of inhalants.
 - j) Rioting or inciting others to riot.
 - k) Refusal of urinalysis or search.
 - l) Other behaviors that threaten safety or security.
2. Other community facility violations by a youth include:
- a) Unaccounted for time when a youth is away from the community facility.
 - b) Violating conditions of authorized leave.
 - c) Intimidation or coercion against any person.
 - d) Misuse of medication such as hoarding medication or taking another person's medication.
 - e) Self-mutilation, self-tattooing, body piercing, or assisting others to do the same.
 - f) Intentional destruction of property valued at less than \$1,500.
 - g) Fighting.
 - h) Unauthorized withdrawal of funds with intent to commit other violations.
 - i) Suspension or expulsion from work or school.
 - j) Violation of school, employment, or volunteer work agreements related to custody and security concerns.
 - k) Escape talk.
 - l) Sexual contact or any other behavior, not defined as serious violation, resulting in a referral to the Department of Licensing, child protective services, or law enforcement.
 - m) Lewd or disruptive behavior in the community.
3. Youth must be held accountable when there is reason to believe they have committed a violation. Whenever a youth placed in a community facility commits a serious violation, the youth must be returned to an institution (higher security level unit). Sanctions for other violations listed in section 2A-M may include transfer to a higher security level institution and must include one or more of the following:
- n) Loss of privileges.
 - o) Loss of program level.
 - p) Room confinement up to 72 hours.
 - q) Change in release date.
 - r) Reprimand or loss of points; additional restitution.
 - s) Community service.
4. When a sanction is imposed, the youth must also receive a counseling intervention to address the violation.

Residential disciplinary standards are posted on the student bulletin board. Please review in detail.

I have reviewed and understand the above standards.

Youth Signature, Date

Youth Signature, Date

Staff Witness, Date

Agreement to Participate in Treatment and Opportunities at Touchstone

After reading this handbook you must ask yourself, is this program how I want to utilize my time? If so, we want you to agree to opportunities and requirements outlined in the handbook.

I agree to attend and actively participate in all assigned treatment groups.

Youth Signature

I agree to follow the rules and program expectations outlined in the handbook and take advantage of the opportunities Touchstone has to offer.

Youth Signature

Staff Witness, Date