

CARLISLE HOUSE
SUBSTANCE MISUSE TREATMENT CENTRE



ASSESSMENT POLICY AND PROCEDURE

Policy

It is the policy of Carlisle House to offer any individual an 'Initial Programme' assessment who meet the eligible criteria, irrespective of religion, gender, race, disability or sexual orientation.

This assessment will take place in Carlisle House.

Eligible Criteria

1. The individual in order to access the Programme at Carlisle House must live within the following Health and Social Service Trust Area:
 - Homefirst HSS Community Trust
 - North & West Belfast HSS Trust
 - South & East Belfast HSS Trust
 - Causeway HSS Trust

2. Individuals living outside the catchment areas can access the Programme as private residents, and individual arrangements will be made to pay the Programme costs. There is no charge for the 'Initial Assessment' (IPA).

3. Individuals who are currently held on remand or a serving prison sentence are eligible for an 'Initial Programme Assessment'. Only individuals who currently live in the designated catchment areas can undergo such an assessment.

Application Procedure

1. All individuals interested in engaging in the Residential Therapeutic Programme must complete an Application Form. This form is available on request. All sections of the form must be completed.
2. Individuals who have completed an Application form will receive an 'Initial Programme Assessment' within 10 working days of receipt of the Application Form.
3. In the circumstances where an individual is referred by another Professional, a telephone referral may be deemed appropriate. The person receiving the telephone referral will complete the Application Form.

Initial Programme Assessment Procedure

1. The Initial Programme Assessment will take place in Carlisle House no later than ten days from receipt of the Application Form.
2. Individuals must attend the Initial programme Assessment alcohol and substance free. Should the assessor deem it appropriate, he/she may breathalyse or drug test the individual. Should a positive result be detected the Assessment may conclude as a result, and the individual will be given another appointment date to attend for Reassessment.
3. Individuals presenting for an Initial Programme Assessment are encouraged to be accompanied by a relative or a friend. If deemed appropriate this person may be part of the Assessment process.
4. Individuals will be assessed on the basis of need, appropriateness, motivation and willingness to engage in the Residential Therapeutic Programme. Taking into consideration their personal and Substance misuse history.

5. Individuals can be admitted to the Residential Programme on more than one occasion; for those who did not complete their Initial Programme at Carlisle House, or require a second admission at a later point.

The applicants who have completed the programme in the past will be assessed by either the Director or Programme Co-ordinator, or by both if deemed necessary.

The outcome of these assessments will be presented to Therapeutic Staff Team, and a decision will be made regarding the appropriateness of the admission.

6. If deemed appropriate it may be necessary for the applicant to undergo a risk assessment prior to Admission to the Residential Programme at Carlisle House.

This assessment may involve the contribution from other professional involved with the applicant (i.e. Social Workers, Probation, Psychiatrist, GP etc).

The risk assessment may be deemed necessary if the applicant has a history of harm to self or others i.e.

- Schedule 1 offenders
- Eating Disorder
- Self Harm/Suicide Ideation
- Mental ill - Health

7. It is important that the decision for an individual to be admitted to the Therapeutic Residential Programme is by mutual agreement between the individual and the assessor.