



# Council for Aboriginal Alcohol Program Services Aboriginal Corporation

## ***Healthy Families Referral Information***

### **Who can come to CAAPS?**

Aboriginal and Torres Strait Islander families, adults and young people who want to address their substance use problems. Non-Aboriginal or Torres Strait Islander clients will also be accepted.

CAAPS will require a *current* Centrelink payment summary to be submitted together with the referral.

### **Who will not be accepted as a CAAPS client?**

Individuals with either sexual offences or violent offences against children

Aside from the above conditions, all applications and referrals to CAAPS will be assessed on their assessment interview and other sources of information. Individuals and or referrers will be advised of the outcome as soon as possible.

### **Legal Status of CAAPS Clients**

**All clients enter the program on a voluntary basis.**

Mandated clients, those attending the CAAPS program under court orders, will be supported to comply with any mandated requirements, but at no stage will CAAPS accept responsibility if clients do not fulfil their mandated options.

### **What is expected of clients while they are at CAAPS?**

All clients will be expected to:

1. Actively participate in a structured program aimed at assisting clients in addressing their substance use. This program consists of various educational and social programs including; health, nutrition, safety, parenting programs and cultural and recreational activities.
  - a. Clients will be assigned a case manager who will work one on one with the client during their time at CAAPS.
  - b. Where a client requires access to a specialist service, CAAPS staff will facilitate and support the client to attend that service.
2. Commit to working with CAAPS staff and other clients in a respectful manner which promotes a culture of respect, cooperation and support so people can achieve individual and group goals.
3. Respect and maintain the rules within the CAAPS program in order to ensure individual and group safety.
4. Wash and cook for themselves and to keep their room clean, as well as maintain personal hygiene for themselves and their family



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5. Complete the full 12 week program. If a client decides to leave CAAPS **without first discussing this with CAAPS staff** the individual will be allowed 24hours to contact staff and discuss their decision and circumstances surrounding their leaving. In consultation with their case manager, the client may be readmitted to the program if they wish. If there is not contact after 24 hours, the individual will be exited from the program.
6. Submit to a drug test and breathalyser test. These will be conducted **upon entry and at random occasions during their stay**. If the client exits the program for a time, they will be drug and alcohol screened upon their return.
7. Clients are expected to attend all outside appointments, including medical and dental as requested.
8. Clients will be charged a fee for their accommodation and food, please see CAAPS brochure for rates. Clients are to ensure their rent is paid on time and is up to date. If paying through Centrepay, individuals cannot cancel their payments until the full amount is paid.

### What can clients expect while in CAAPS?

1. Their personal business will be kept confidential and private within the legal limits of confidentiality (mandatory and statutory reporting obligations)
2. Access to an Aboriginal or Torres Strait Islander interpreter Services.
3. All clients attend a shopping outing to a major shopping centre once a fortnight. Opportunities are also provided during the week for emergency needs to be purchased.
4. Clients currently renting a house from Territory Housing will be assisted to establish a hold on rental payments while they participate in the CAAPS Program. NOTE: ***This does not apply if family members remain living in the home while the client is in CAAPS.***
5. Visitors hours are on a Sunday afternoon between 1-4 pm, all visitors names need to be submitted to Healthy Families Department prior to entry into the CAAPS ground. NOTE: ***Visitors must not be intoxicated, bring any drugs, alcohol or solvents into CAAPS grounds, all bags will be searched prior to the visit taking place.***
6. Clients who leave the CAAPS program before completion and are mandated to attend by the courts *will be reported to the relevant authorities.*
7. Information needed to be provided with referral:
8. A criminal history check is required for each client, including supporting adults as part of each referral.
  - a. For clients being referred through the justice system this information, along with any current charges and précis will need to be sent with the Referral Form.
  - b. For clients being referred by other service providers, CAAPS requests you assist your client in obtaining 100 points of ID, or advise staff of any previous legal support your client may have had and with whom.



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9. Self referral clients will be assisted by the CAAPS outreach worker to obtain 100 points of ID.
10. Medical information – including current medical and mental health status.
11. Details of any orders (DVO, Alcohol Court, Child Protection) which require client compliance and assists CAAPS staff to keep the client and other people safe while at CAAPS.
12. Any other information that may support the referral.

### **Criminal History Check.**

In order to lodge a Criminal History Check, CAAPS requires at least 100 points of identification, at least one piece of ID must contain photo ID.

CHC's can take from one week to four to return, depending on the client's criminal history and whether they have resided outside of the Northern Territory.

If a client has been previously represented by a legal service, CAAPS can use the client's signed Release of Information, ROI to request the CHC from that service.

<b>IDENTIFICATION</b>	<b>POINTS</b>
Australian Passport	70
Licence or permit issued by the Commonwealth or State that specifies date of birth and contains photo	40
Proof of age card by any Australian State of Territory	40
Identity document issued by an Aboriginal Land Council that contains a photo	40
Birth certificate	70
Australian Citizenship certificate	70
An original statutory declaration confirming the clients photo identity by a person who has know the client for at least 12 months	40
Working with children clearance	40
Commonwealth, State or Territory Government employee identification card	40
Medicare, Healthcare or centrelink card	25
Council rates or power water notice	25
Foreign drivers licence	25