Table of Contents

Introduction.............................................................................................................3
Confidentiality............................................................................................................3
Treatment..................................................................................................................3
¾ Way House Requirement.....................................................................................4
GED Program..............................................................................................................4
Financial Obligations...............................................................................................4
Visits, Admin Passes and OCAPs............................................................................4
Mail and Packages....................................................................................................5
Money.......................................................................................................................6
Medical Care.............................................................................................................6
Prescription Medications.......................................................................................6
Phone Calls..............................................................................................................7
Leaving Messages For Residents............................................................................7
Pending Legal Action and Warrants.......................................................................7
Daily Schedule.........................................................................................................7
Client Rights............................................................................................................8
Family Orientation...................................................................................................8
Family Counseling...................................................................................................8
ALANON.................................................................................................................8
Substance Abusing Family Members......................................................................9
Incarcerated Family Members...............................................................................9
Family Members on Probation or Parole..............................................................9
Getting Help and Learning More........................................................................10
Introduction

In 1989, the Texas Legislature authorized the Central Texas Treatment Center as an alternative to incarceration. This gave the court system an alternative program to provide treatment to persons on probation for substance abuse related offenses.

The Center opened its doors in November 1990 to provide both inpatient treatment for substance abuse and criminal conduct, and a community-based correctional alternative to incarceration. This program has two equally important functions, treatment and corrections. Though less restrictive than jail, the Center is considered to be a correctional facility, and residents must adhere to their treatment plans, center rules, and the conditions of their community supervision (probation).

The Center serves residents of all ethnic groups, from many counties in Texas. In 2013, approximately 70% were Anglo, 20% were Hispanic, and 10% were African-American, and approximately 60% were from Williamson County. Both men and women reside in the Center. Each gender is housed in a separate wing of the Center. The Center employs both male and female staff of Anglo, Hispanic and African American dissent.

Confidentiality

Confidentiality is a major concern of Center staff. Information concerning the resident’s being in the Center, their treatment status, and progress in treatment is considered privileged information and may be released only at the resident’s request. Family members may, with the resident’s knowledge and consent, schedule a one-on-one meeting with the resident’s probation officer and/or counselor, or the resident may request that the probation officer or counselor call the family with information. Persons calling the Center, requesting confidential information, will be asked for their name and phone number, and this information will be given to the probation officer or primary counselor to follow-up on. It would be very easy for someone to pose as a family member asking for confidential information. Please be patient with these precautions.

Treatment

Residents usually stay at the Center for between 180 days and 2 years (average length of stay is 245 days). A comprehensive treatment plan is developed by the resident’s treatment team within 10 days of their arrival. Treatment may be extended depending on the resident’s performance and progress in treatment.

Treatment is divided into 4 phases:
- Challenge to Change (6 or more weeks);
- Commitment to Change (6 or more weeks);
- Ownership of Change (6 or more weeks);
- Aftercare (once weekly for 1 year following discharge from the Center).

Residents’ progress is evaluated regularly. Their progress depends on completion of cognitive curricula and adherence to Center rules.

It costs the Center approximately $65 per day to provide treatment. This includes three meals a day; clean, comfortable sleeping accommodations; essential personal hygiene items; educational programming; daily treatment sessions; a safe, structured living environment; transportation to appointments; leisure/recreational facilities; 12-step meetings; and opportunities to interact positively with the community and to complete required Community Service Restitution hours. Center staff are competent, well trained and dedicated to serving the community.
¾ Way House Requirement

The majority of residents are required to live in a ¾ way house for the first three months following treatment. ¾ way houses are resident managed houses where recovering addicts and alcoholics live together, providing support to each other to facilitate adjustment to a life in recovery.

There are many such houses in Williamson and Travis Counties, and one in San Marcos and one in Waco. The resident chooses the house they will go to. The average monthly cost is about $350. The first months rent is required before move in.

This transitional living arrangement gives the newly graduated resident a chance to settle into the requirements of their new life in recovery before they return to the responsibilities of their regular lives. It is a very important part of our program and seldom is the requirement waived.

GED Program

Residents who enter the Center without a high school diploma or GED will be afforded the opportunity to get a GED. In 2011, 20 residents completed all sub-tests and qualified for the GED. Residents who earn a GED while at the Center attend the graduation ceremony and receive a graduation tassel. Those residents who need it will receive literacy tutoring and English as a Second Language assistance.

Financial Obligations

A $215 medical/program materials charge is levied on each resident entering treatment. This covers the cost of 1 visit to the medical clinic or dentist, and program workbooks, handouts, phase bracelets, etc. Any money put into the resident's financial account will be used to pay off this materials charge until it is paid in full. Each resident is charged $3 per week for laundry. This covers the cost of hot water and repairs on the machines.

Visits, Administrative Passes, and Off-Campus Activity Passes (OCAPs)

Visitation and OCAPs are part of the treatment process. Residents get to choose who they want to visit them in the Center. Residents may sign up for visits after they pass the third step in their Moral Reconciliation class (Honesty). Visits are for one hour and take place in the Center’s lobby either on Saturday or Sunday. The lobby accommodates 6 people at one time. It works best if only two people visit at one time, that way two residents can have visitors at the same time.

No purses, packages, waist bags, diaper bags, cell phones, toys, weapons, food or drinks are allowed in the Center. Items must be mailed to the resident, not brought to them during visits. The Center phone number is (512) 943-1211. Please call before bringing anything to the Center for a resident.

Residents may request Off Campus Activity Passes (OCAPs), after they have been placed on OCAP status, usually late in Phase II of treatment. They begin with 12 hours and end with 72 hours.

In order to qualify as an OCAPs sponsor, family members or significant others must complete the OCAPs sponsor forms and return them to the Center. The resident will mail the forms to the family and friends they want to sponsor them on OCAPs. A valid Driver's License is required to be an OCAP sponsor. If you are not licensed then a picture ID is required. A valid Driver's License for the driver will be required when the resident is signed out on an OCAP.

OCAPs sponsors are required to be in the company of the resident at all times during the OCAP. The only exception is when a resident is dropped off and picked up for a 12-step meeting. Sponsors may not give the resident money or items to bring back into the Center.
Administrative passes are given to residents when they need to visit a doctor, a dentist, a lawyer, a judge, a ¾ way house, etc. The person taking a resident out on an administrative pass must be in the company of the resident at all times. They should take the resident to the appointment, and return directly to the Center, with NO stops in route. This includes convenience stores, drive through dining, etc. Residents are not allowed to make phone calls or side trips while on an administrative pass. Residents are not allowed to bring extra money or items back into the Center from admin passes.

Mail and Packages

Residents are allowed to receive one mailed package of personal items during each three month period of treatment. These packages may contain:

- clothing (usually for weight gain or loss, change of seasons and/or to replace worn out or inappropriate clothing),
- an alarm clock, watch and/or eyeglasses,
- prescription medications for a current condition, in their original, unopened packaging (no more than two packages of any one item).

All other needed items must be purchased through the commissary system. This is done for security purposes.

Postage stamps and money orders may be mailed to residents in letters and they will not count as a mailed package.

Visitors may not bring personal items to the Center during visitations, OCAPS or admin passes. All items must be mailed.

The following items are considered contraband, and may not be mailed or brought to the Center:
- irons (an iron is available at the RS station)
- powder laundry detergent
- bleach
- money or credit/phone cards
- scissors
- knives or other sharp instruments
- firearms
- deadly weapons
- electronic devices (radios, tape players, video games, cell phones, palm pilots, etc.)
- nail files (emery boards are allowed)
- gum
- glue
- thumb tacks or nails
- rope or chains
- anything containing intoxicating or narcotic substances
- drugs (controlled, prescribed, and over the counter)
- alcohol or any product that contains alcohol (after shave, perfume, etc.)
- food or food wrappers (candy, snacks, leftovers from a dinner out, etc.)
- aerosol products
- glass containers
- inhalants (spray paints, glue, felt tip markers, etc.)
- incendiary devices (cigarette lighters, matches, etc.)
- objectionable photographs (sexual or depicting alcohol or drug use)
- art
- anything in glass containers
- picture frames with glass
- wire clothes hangers (completely plastic, no metal hooks are allowed)
- unapproved clothing
- unapproved reading materials
- computer disks or CDs
- videos
Money

Residents may NEVER carry cash inside the Center. Money (cashiers check or money order) may be mailed to residents at any time for deposit into their commissary account. Most of the residents’ needs are met by the program, but they can open a commissary account through which they can purchase snacks, sodas, hygiene items, pens and paper, stamps, and other non essential items.

Friends and family can put money on a resident’s account through www.GovPayNow.com or by calling 888-277-2535. They will need to know the resident’s 4-digit ID#. There is a limit and a fee for this service.

Residents must pay for any medications (prescription or over the counter) they take while at the Center. They must also pay for any items they order through the commissary system.

Medical Care

Residents may put themselves on sick status when they are not feeling well. This enables them to go back to bed until they feel up to participating in program activities. Abuse of this privilege can result in an extension to their length of stay.

If a resident asks to see a doctor, they are usually taken to the Taylor Medical Clinic or Taylor Hospital Emergency Room. The bill for this medical attention will be sent to their permanent address. If they have a family doctor and/or medical insurance, including medicaid, they may visit their family doctor or a doctor of their choice. If they are truly indigent (have no income or means of paying for medical care), they may apply for medical financial assistance through either the Lone Star Circle of Care or the Taylor Medical Clinic and they will be sent to the clinic or hospital at a reduced fee. The clinic expects payment when the resident presents him/herself for treatment. Family members are encouraged to help residents with medical payments. The Center has no means of paying for medical treatment for residents.

Medications may be provided by family members as long as they are either prescribed, or arrive at the Center in their original, unopened packages. They must be for current conditions, not “just in case.” Please call the Center for approval before sending or bringing any medications to the Center, (512) 943-1211.

Medications are controlled by Center staff so residents may not overdose or take medications against doctor’s or package directions. Controlled substances are not allowed in the Treatment Center. Residents must take medications as prescribed on the label. There is a charge for any over the counter medications provided by the Center. Occasionally asthma inhalers or other medications are given to a resident for self administration.

Prescription Medications

Residents often need prescription medications while at the Center. Family members may ensure residents receive the medications they need by:

1) calling the prescription into Schwenkers Pharmacy in Taylor, Texas (512) 352-3659
2) paying for the prescription, and
3) letting the Center know that the prescription is there and available for pick up.

Medications provided in this way do not count as a “mailed package.”

Remember, no controlled substances, pain medications nor anti-anxiety medications are accepted at the Center.
Phone Calls are VERY EXPENSIVE

Residents phone use is restricted until they pass Step 3 in their Moral Reconation Class (Honesty & Acceptance). Residents in each treatment phase have assigned days on which they may use the telephones. On their day, they may use the phone at any time between 5:30 am and curfew. The phones allow residents to make collect and Securus phone card calls only. The cost for collect calls is $3.00 for a 15 minute local call. Long distance calls are more expensive. Phone cards are sold through the commissary for $10.50. Residents are not allowed to have phone cards other than the Securus cards sold through the commissary. Securus has a “pre-payment plan”. You can learn more about the plan by calling 1-800-844-6591 or by accessing the following internet site: securustech.net

Leaving Messages For Residents

Usually messages are not taken for residents. This is in keeping with our confidentiality policies. However, when a family member cannot make it to the Center for an appointment/visit or when an emergency situation arises at home, Supervisory staff will take a message and relay it to the resident.

If a family member is hospitalized or has passed away, be sure to give the hospital or funeral home’s phone number to Center staff because they are required to verify the situation before granting an administrative pass.

Pending Legal Action or Outstanding Warrants

Residents often have legal actions pending upon entering the Center. You may find out about these when a post card or letter is sent to you by the Court. If this happens, please send the letter to the resident so he/she can make arrangements with the probation officer to take corrective action. This is best done while the resident is in treatment. Any resident with a pending legal charge can be arrested while on OCAPs or while outside the Center for any reason. This can interrupt treatment, and is not beneficial to the resident or the family.

Daily Schedule

5 am – Monday – Friday – Wake up
6 am – Saturday & Sunday – Wake up
6 am – Monday – Friday – Breakfast and roll call
6:30 am – Monday – Sunday – Med Call
7 am – 11:30 am – Monday - Friday – Groups and Classes
12 noon – Monday – Sunday – Lunch
1 pm – Monday – Sunday – Med Call
1 pm – 4 pm – Monday – Friday – Groups and Classes
4 pm – 5 pm – Monday – Sunday – Recreation
5 pm – Monday – Sunday – Dinner
6 pm – Monday – Sunday – Med Call
7 pm – Monday – Sunday – 12-Step Meeting
9 pm – Monday – Sunday – Med Call
9 :45 pm – Sunday – Thursday – Curfew Call
10:45 pm – Friday & Saturday – Curfew Call
Client Rights

1. The right to give informed consent or to refuse treatment or medication and to be advised of the consequences of such a decision.

2. The right to actively participate in the development and periodic review of an individualized treatment plan and to know the qualifications of staff providing treatment.

3. The right to a grievance procedure.

4. The right to a humane and safe environment free from abuse, neglect and exploitation.

5. The right to dignity and as much personal privacy allowed in a community correctional facility.

6. The right to free communication within the constraints of the individualized treatment plan; with justification for any restrictions documented in the client record.

7. The right to receive a complete explanation of client rights in clear non-technical terms and in the language the client understands. These rights will be explained during orientation, and RS staff may be asked for clarification at any time.

8. The right to refuse to participate in research without compromising access to services.

9. The right to confidentiality.

10. The right to file a complaint with the:
    - Director, Central Texas Treatment Center, 601 Alligator Rd. Granger, TX 76530
    - Director, Community Supervision and Corrections Department of Williamson County, 301 Inner Loop Road, Georgetown, TX 78626
    - Criminal Justice Assistance Division of Texas.

Family Orientation

CTTC is a unique treatment setting with many rules and regulations. It uses a cognitive approach to treatment for chemical dependency and criminal conduct. Family members (2 per orientation session) are invited to family orientation by means of a letter from the Center. During orientation you will learn some of the rules governing your interaction with the resident while in treatment, and you will learn about cognitive therapy as it is used in treating chemical dependency and criminal conduct.

Family Counseling

Addiction and alcoholism are diseases that affect the entire family. The Center provides limited family counseling for residents and family members. Counseling sessions are scheduled as counseling staff deem appropriate for the resident. You will be invited to family sessions by means of a phone call from the Counselor or the Resident.

AL-ANON

Al-Anon is a support group for family members, relatives and friends whose lives are affected by an alcoholic or drug addict. The twelve steps and traditions of Al-Anon are similar to those in other twelve step groups. The purpose of Al-Anon is to support individuals who are coping with an addict’s behavior, and to help them understand that addicts and alcoholics are powerless over their addiction to alcohol or drugs. Al-Anon emphasizes powerlessness over the addicts behavior and our inability to fix it.
Addiction is a family disease and individuals who are concerned about the addict’s destructive behavior are often referred to as co-dependent. Co-dependency is a disorder that is often confused with our love and concern for the addicted individual. In many cases our untreated co-dependency causes more harm to the addict because we are enabling their destructive behavior by delaying the natural consequences of their addiction. Frequently co-dependants work harder at fixing the addicts problems than they do at taking care of themselves.

Al-Anon is a support group that helps us understand our powerlessness over our need to enable or fix the addict. It is important that you attend Al-Anon because members often help you realize that your problems are not unique and that there are solutions that work. Al-Anon also provides a spiritual component that often relieves the stress and pain associated with the family disease of addiction. It is imperative that you get into the habit of attending meetings on a regular basis. The center staff will provide you with information about Al-Anon and it’s meetings. Texas Toll Free number to locate meetings is 888-287-2115. Website is AustinAl-Anon.org; Texas State Al-Anon website-www.texas.al.anon.org.

Sometimes family members and friends of alcoholics and addicts attend AA or NA meetings to get help. Though this is a good way to learn about addiction, and how the alcoholic and addict get help, it does not directly address the needs of the family members who find themselves supporting the alcoholic or addict. Finding an Al-Anon home group and sponsor are among the best things a family member can do to help the alcoholic or addict in their recovery. It is important to understand the alcoholic or addict, but it is far more important to understand yourself, your feelings, and your role in the disease process.

Substance Abusing Family Members

Often substance abuse affects more than one family member. If you or others in your family are actively abusing alcohol or drugs, now is the best time to quit. You may ask for help while visiting the Center or participating in Family Counseling sessions or Family Education classes.

Incarcerated Family Members

Residents are not allowed to communicate with family members who are incarcerated. Any mail sent to a resident from an incarcerated individual will be returned, unopened. Approval from the Probation Officer is required to have contact with immediate family members who are incarcerated.

Family Members and Friends on Probation and Parole

Usually, residents are not allowed contact with persons on probation or parole. Only under extremely rare circumstances will a person who is on probation or parole be allowed to visit a resident at CTTC. Persons on probation or parole are usually not allowed to be OCAP sponsors.
Getting Help and Learning More

There are a number of ways to get help. The following organizations provide help:

Central Texas Treatment Center  (512)943-1211

Texas Department of Mental Health and Mental Retardation (*Every county has a local office. Check your phone book for the number.*)

Williamson County MHMR  (512) 943-3545

Councils on Alcohol and Drug Abuse (*Most counties have one. Check your phone book for the number.*)

Life Steps: Williamson County Council on Alcohol and Drug Abuse, 2021 North Mays Street, Suite #500 Round Rock, Texas 78664 (Corner of N Mays & Commerce Blvd)  (512) 246-9880

Texas Toll Free number to locate Alanon meetings is (888) 287-2115

Austin Alanon Website is AustinAl-Anon.org;

Texas State Al-Anon website-www.texas.al.anon.org.

Texas Criminal Justice Coalition provides a lot of resources for persons getting out of jail or prison or treatment.  http://countyresources.texascjc.org/

Your Employers “Employee Assistance Program” (*They know a lot about alcoholism and addiction and can probably answer any questions you have about it*