



**Program Application**

7400 S. Virginia St. \* Reno, NV 89511  
 775-853-5441 (office) \* 480-247-5562 (fax)  
[www.EmpowermentCenterNV.com](http://www.EmpowermentCenterNV.com)

The Empowerment Center (TEC) provides a residential program that requires a **mandatory 120-day** client commitment, with a 30 day blackout. During blackout you are required to remain on campus and may not possess a cell phone or other personal electronics. The program combines a strong 12-step recovery component with an Outpatient Treatment component. This program is for women only who are **sincerely** dedicated to achieving and maintaining a clean and sober productive lifestyle.

Your entry into TEC program indicates that you agree to:

- Complete this 120 day program
- Actively participate in all treatment requirements
- Actively work a 12-step recovery program
- Including Blackout, finding a job
- Groups, 1:1 counseling
- Outside meetings, finding a sponsor

TEC does not serve individuals who have been convicted of a sexual offense, a crime against minors, or seniors.

Every section of this application must be completely filled out. If an item does not pertain to you, please mark it with N/A. Incomplete applications will not be considered. Please write/print legibly.

PERSONAL INFORMATION		
Name	Date	
Current Address	NDOC #	
City, State, Zip		
Date of Birth (month/day/year)	Age	
Phone Number	Veteran? Yes No Status?	
Social Security Number	Bed Date Requested	
Emergency Contact - Name	Phone Number	
Do you have a state issued picture ID? (Not a prison ID)	Yes	No
Do you have your Birth Certificate? (Mandatory for admission)	Yes	No

## EMPLOYMENT/EDUCATION

Concerning your ability to become employed, please answer the following questions completely.

1	What is the last job you held?	Position?
	Location?	Hours per week?
Supervisors Name & Contact Information:		
	Do you have a current resume?	Yes      No
2	What is your highest level of education? <input type="checkbox"/> Didn't finish HS <input type="checkbox"/> HS / GED <input type="checkbox"/> Some College <input type="checkbox"/> BS/BA <input type="checkbox"/> MS/MA +	
	If you have special training, a Degree, or Certificate? What field:	
3	Have you ever been convicted of a financial crime? ( <b>See # 8</b> ) If yes, how many:	
4	Do you have a DOCUMENTED disability that may prevent you from seeking employment? This does not exclude you from acceptance. <b>See # 36.</b>	Yes      No
5	What types of jobs have you held?	
	What duties have you performed? Please list (ie. answered phones, stocked shelves, operated machine)	
	Have you ever supervised others?    Yes      No      How many people did you supervise?	
6	Do you <b>currently</b> have any special tools or equipment?	Yes      No
7	Do you <b>currently</b> have interview clothing?	Yes      No

**CRIMINAL HISTORY**

If you **DO NOT** have a criminal history, **please write N/A** in this section. If you do have a criminal history, provide **ALL** past and current criminal charges. A criminal history does **NOT** exclude you from entry into TEC program. Your accurate information will help us to understand your current situation and any additional services you may need. Use additional sheets if necessary.

8	<b>Crime Convicted of (List current first)</b>	<b>Date of Conviction (Month/Year)</b>	<b>Sentence</b>
9	Currently incarcerated:	Name of the facility:	Case manager's name & contact information?
	County                  State		
10	Currently under supervision of a Specialty Court?	Name of Specialty Court:	Court supervisor contact information:
	Yes                          No		
11	PED:	MPR:	EXP:
12	Have you ever been convicted of a violent offense, an offense against a minor or a senior or a sexual offense (do you have a tier rating)? If yes, please explain in detail, use additional sheets if necessary.		
13	If in prison, how many write-ups/disciplinary actions have you had in the past 2 years? What were they for? What was the month/year of each infraction? Use additional sheets if necessary.		
14	What was your role in the crime(s) for which you were convicted?		

CRIMINAL HISTORY Continued			
15	Do you have any other criminal issues that have not yet been resolved that may come up during your time at TEC? This does not exclude you from acceptance.		
ALCOHOLISM/ADDICTION			
	<b>NOTE:</b> If you have had a drug/alcohol evaluation in the past 12-months, please submit a copy with your application if available. If you do not have a copy, you will be required to sign a release of information.		
16	Do you have a drug or alcohol problem?	Yes	No
17	Have you ever been to a drug/alcohol rehabilitation program? How many attempts?                  How many completions?	Yes	No
18	Are you willing to participate in TECs treatment component?	Yes	No
19	Are you now or have you ever been an intravenous drug user?	Yes	No
20	Have you ever developed a tolerance to any drug? (Meaning have you ever had to use/drink more to get the same effect you got when you first used?)	Yes	No
21	Have you ever been arrested while under the influence?	Yes	No
22	Have you ever lost a job due to your drug or alcohol use? (For example, being high or drunk on the job, being hung over, no call-no show, etc.)	Yes	No
23	Are you familiar with any 12-step programs? If yes, which one(s)?	Yes	No
24	Do you now participate in a 12-step program of your choosing? Name of sponsor?                                  Last meeting date?	Yes	No
25	Are you willing to travel to meetings and get a 12-Step Sponsor?	Yes	No
26	Have you ever tried to control your drinking or drug use unsuccessfully? If yes, how (willpower, 12-step, CR, other?):	Yes	No
27	What is your <b>first</b> drug of choice?	Method of use: (smoke, IV, etc.)	
	What age did you first use:	Date of last use:	
28	What is your <b>second</b> drug of choice?	Method of use: (smoke, IV, etc.)	
	What age did you first use:	Date of last use:	
29	What is your <b>third</b> drug of choice?	Method of use: (smoke, IV, etc.)	
	What age did you first use:	Date of last use:	
30	What was your longest period of abstinence?	From:	To:
	To what do you attribute this period of abstinence?		

**MEDICAL/PSYCHOLOGICAL**

Your medical/psychological information is confidential. Your personal health information will not be released without your signed consent in accordance with federal law. Your medical/psychological information is not considered in determining your eligibility for TEC program. Your accurate information will help us to understand your current situation and additional services you may need. Use additional sheets if necessary.

31	Have you ever been diagnosed with a mental illness?	Yes	No
	What was your diagnosis:	Year diagnosed:	
	Current medications:		
	Past medications:		
	Are you currently receiving mental health care? If yes, please list your provider's name and contact information.		
32	Have you ever been diagnosed with a medical condition?	Yes	No
	What is your diagnosis:	Year diagnosed:	
33	Are you currently under the care of a physician?	Yes	No
	If yes, physician name and contact information:		
	Current medications:		
	Past medications:		
	If accepted into TEC program, You will be <b>required</b> to submit a recent TB test or obtain one through us.		
	Date of your last TB test:	Result:	
34	Do you suffer from chronic pain:	Yes	No
	If yes, does it impair you from your daily functions:	Yes	No
	How do you manage your pain:		
35	Are you currently pregnant?	Yes	No
	If you are currently pregnant please be aware, the organization does not have the ability to provide housing for your newborn child. You should apply only if you can finish a 4 month program before you're due.		
36	Do you have a DOCUMENTED disability? If YES, please describe below.	Yes	No

**General**

The following three questions provide important information to help us understand who you are, and why you are seeking help from TEC. If necessary, use additional sheets of paper, be thorough and WRITE LEGIBLY.

37 Why are you considering a recovery program?


38 Do you have an opinion regarding 12-step programs of recovery? Please tell us as much as possible.


39 Other than TEC, do you have alternative programs that you are considering? If so, what are they?


**General Continued**

If you are depending on family/friends to pay your initial intake fees or contact us concerning information about your bed date, you **MUST** sign the following release of information allowing us to speak to them.

I, \_\_\_\_\_, grant permission for Empowerment Center staff to discuss my admission, financial arrangements, and substance abuse history with \_\_\_\_\_ (first and last name). This release is valid for the duration of my time at the Empowerment Center.

\_\_\_\_\_  
Signature Date

I understand that if I am involved with any state or federal prison OR law enforcement agency OR any local, state, or federal court that the Empowerment Center, if required, may freely share information regarding my admission status, program compliance, program progress, and discharge information at any time.

\_\_\_\_\_  
Signature Date

**I state the ALL above information and statements contained in this application are true to the best of my knowledge.**

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Witness Date

**STOP:**

Prior to submitting this application, please review the contract to ensure you:

- Are committed to this program of recovery
- You are willing to enter a 12-step program outside of TEC during your time with us
- You are willing to find a sponsor and work the twelve steps
- You are willing to make the effort to get yourself to outside meetings once you have completed your first 30 days
- Will abide by the rules of behavior for TEC

**Please Initial** \_\_\_\_\_

**Please return this application to:**

Email - **\*\*Preferred\*\***:  
**admission@empowermentcenternv.org**

In Person or by Mail:  
**Admissions**  
**7400 South Virginia St**  
**Reno, NV 89511**

Prior to submitting this application, please review each page for completion.

**Incomplete applications will not be considered.**

The following page is a contract for residency. You **MUST** sign and have your signature witnessed for this document to be considered.

**THE EMPOWERMENT CENTER (TEC) CONTRACT FOR RESIDENCY**

1. Alcohol/narcotic consumption and gambling are prohibited on or off site as a resident of TEC. Noncompliance will result in immediate discharge.
2. All weapons are strictly forbidden.
3. Residents of TEC agree to random urinalysis and breathalyzer testing.
4. Staff has the right to search your possessions if alcohol, narcotics, weapons, contraband, trafficking or theft is suspected.
5. Theft is not tolerated. Residents are responsible for their own possessions. Living quarters are to be locked when not occupied. TEC is not liable or responsible for missing items.
6. Violence, including all forms of physical, mental, or emotional violence, intimidation, injury, abuse, negligent treatment, maltreatment, or exploitation, including sexual abuse, or harassment is strictly forbidden. This includes, but is not limited to verbal or physical conduct that creates an intimidating, hostile, offensive environment, or sexual in nature directed toward any resident, visitor, staff or volunteer of TEC.
7. TEC is an all female facility. There are no intimate or sexual relationships allowed among residents, or on property in any form.
8. Smoking is not allowed on property.
9. Residents are required to use the sign in/out sheets when leaving the facility. All fields must be completely filled out, legible, include your full name and your time of departure and anticipated return. You must use your legal name, NO NICKNAMES.
10. All residents are expected to know what phase they are on and comply with all requirements as documented in their phase packets.
11. All residents are required to abide by a 30-day blackout. You may not possess personal electronics of any kind. You may not leave campus w/o TEC staff.

12. All visitors must be approved by TEC staff.

13. Each client is required to complete a minimum of one phase book weekly as provided in his or her Resident Handbook. Additional recovery work assigned by the Recovery Mentor and / or Counselor is expected to be complete in the time agreed.

14. In the instance of illness, staff MUST be immediately notified. Residents must disclose to medical personnel that they are in recovery from an addictive disorder and may not be prescribed narcotics. Residents must provide staff with copies of all prescriptions and comply with all medication management policies and safe keeping requirements.

15. Upon discharge, you must remove all your personal belongings. If your property is not removed within seven (7) days it will be considered abandoned. If you are unable to personally remove your property, you may give written authorization for a person of your choosing to retrieve your property.

**VIOLATION OF THIS CONTRACT MAY RESULT IN IMMEDIATE DISMISSAL FROM THE PROGRAM.**

TEC staff will communicate with criminal justice personnel assigned to your case. Communication will be of an informative manner to provide the criminal justice professional with insight into your reintegration in society, the program of recovery and The Empowerment Center. By signing this document, you agree to the terms and conditions of this contract.

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Signature

Date

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Witness

Date