

Supplemental Forms

- Participant Counseling Questionnaire
- Medication Questionnaire
- Participant Anxiety Questionnaire
- Eating Disorder Questionnaire
- Self Harm Questionnaire
- Substance Use Questionnaire
- Probation Questionnaire

Organization Specific Guidelines

COUNSELING

- For courses 8 days or longer; applicants 21 years and younger:
- If the applicant is currently in regular (i.e. ongoing) counseling OR was, within the past 6 months, their therapist must complete our Counseling Questionnaire (CQ) for the following conditions:
- Suicide Issues
- History of substance abuse
- History of eating disorder
- Mood Disorder
- Anxiety Disorder
- Or at the discretion of the screener
- For courses 8 days or longer; applicants 22 years and older:
- If the applicant is currently in regular (i.e. ongoing) counseling OR was, within the past 6 months, their therapist must complete our Counseling Questionnaire (CQ) for the following conditions:
- Suicide Issues
- History of substance abuse
- History of eating disorder
- Or at the discretion of the screener
- For courses 2-8 days; all ages: Conversation with the applicant or Participant Counseling Questionnaire (PCQ) is required; CQ is optional.
- No follow-up is needed for one day programs.

Organization Specific Guidelines 2

EATING DISORDER

- Applicants with an active eating disorder such as anorexia/ bulimia may not attend course.
- For courses 2 days or longer:
- Applicants who have displayed binge/purge/restrictive eating disorders within the last 9 months will be assessed using the psychological screening manual.
- No follow-up is needed for one day programs.

PSYCHOLOGICAL HOSPITALIZATION

- Eating Disorder /Depression/Self-Harm Issues/Bi-polar and Behavioral Issues
- For courses 8 days or longer:
- If hospitalized for psychological reasons for longer than 3 days, applicants must be out of the hospital/treatment center for no less than 90 days prior to the course start and will be assessed using the psychological screening manual.
- Screen as appropriate for courses 6 days or less.
- For Intercept: Applicants must be out of the hospital/treatment center for no less than 30 days prior to the course start and will be assessed using the psychological screening manual or at the discretion of the screener.

Organization Specific Guidelines 3

SUBSTANCE DEPENDENCY

- If the applicant has received in-patient treatment for substance dependency, the applicant must have completed treatment and be in active recovery (meetings, counseling) for no less than 90 days prior to the course start date.
- Screen as appropriate for center/groups programs.

SELF-HARM/MUTILATION

- Cutting/Burning/Scratching
- If the applicant has 3 or more significant* episodes of self harm within 9 months of the course start date or any cutting or self harm in the last 90 days we will not accept.
- Applicants with 2 or fewer significant* episodes or multiple superficial* episodes of cutting within 9 months may attend courses of 15 days or less only.
- *Significant self harm examples: bloodletting, deep and/or scarring cuts/burns/scratches, infected cuts, using sharp knives, burning with large items like curling irons.
- *Superficial self harm examples: cutting/scratching with fingernails or other blunt tools, burning with small items like paperclips.

BI-POLAR DISORDER

- For courses 8 days or longer:
- If diagnosed as bi-polar, must be stable on medication and dosage for no less than 90 days prior to the course start and will be assessed by the psychological screening manual.
- Screen as appropriate for center/groups programs.
- No follow up is need for 1 day courses.

Organization Specific Guidelines 4

JUSTICE SYSTEM

- Applicants with Justice System involvement will be assessed with consideration of:
- The intent of the program
- The population to be served
- Severity, frequency, recency and type of crime
- A reference from a 3rd party in the Justice System
- Open Enrollment distinguishes severity by reporting vs. non reporting probation. Open Enrollment will not accept students on reporting probation.
- STEP/CHINS: do not accept participants with new and undetermined legal issues (i.e. pending court dates)
- For Intercept: If on probation, we must collect permission to leave the state. If not on probation, require confirmation from lawyer or court that applicant can attend.

THERAPEUTIC RESIDENTIAL PLACEMENT

- For courses 8 days or longer:
- Applicants who have been in a therapeutic residential treatment facility within the past 9 months and required the use of therapeutic holds/restraints or there is a recent (3 months) history of lack of self control WILL NOT be accepted. If the applicant has been in a therapeutic residential treatment facility within the past 9 months and the facility DID NOT use the above techniques on the applicant we will require a Counseling Questionnaire.
- Screen as appropriate for courses 6 days or less.

Undisclosed Issues

Undisclosed Issues Review Form

This form is to be completed when the applicant discloses issues which are outside of WMA or OB Screening Guidelines. See the Undisclosed Issues SOP for details. This form should be completed by the Safety Director/Program Manager and filed with the student's paperwork.

Student Name: _____ Course #: _____

Course Type: _____ Course Area: _____

Center/Base: _____ Course Length: _____ Activities: _____

Staff Member: _____ Course Director: _____

Safety Director/Program Manager: _____

Current Status: _____

- Student has arrived at Course Start but is not in the field
- Student is in the field

WMA/OB Screening Guideline for the Undisclosed Issue:

Senior Screener Consulted: Yes No

Notes:

Safety Department Consulted: Yes No

Notes:

Parent/Guardian Consulted: Yes No

Notes:

Students Physician/OB Physician Consulted? Yes No

Notes:

Safety Director/Program Director Decision/Rationale:

Follow Up:

Approved for Participation

Screened Off

Parent Notification _____

Admissions/Customer Service Notification _____

Submitted by _____ Date _____

Safety/Program Director _____ Date _____