**Passes- Licensed Treatment Program**

**Purpose & Length:**

Clients of the Licensed Program are not allowed on passes except in the case of situations or events that promote treatment goals, i.e. visits to sober or half-way houses as part of after-care planning or emergency situations. Emergencies require special and immediate consideration. Upon verification of a qualifying emergency, the Primary Counselor will contact the referral and Probation or Parole Officer, if one is assigned to that client, to authorize an Emergency Pass. If so, the Primary Counselor ensure the client is aware of the date and time the pass expires. The amount of time allowed for the emergency pass will depend on the nature and location of the emergency, and the Probation or Parole Officer assigned to that client.

**Qualifying Emergencies:**

Emergencies that qualify for approval of an emergency pass include the death, severe injury, or severe illness of a close family member, or circumstances that threaten their immediate safety.

## Abuse of Pass Privileges:

Clients, who abuse their pass privileges by failing to return from pass on time, falsifying information on their pass requests, deceiving or attempting to deceive staff with regards to passes, will face disciplinary action. Clients returning from pass will be checked to insure prohibited items are not brought into our facility. Any client caught attempting to bring prohibited items into our facility will face disciplinary action or discharge. Returning clients will be required to take a urinalysis test.

**Transportation:**

Clients are responsible for their own transportation to and from our facility when going on pass.