



# PERSONAL BELONGINGS

You are responsible for all of your personal belongings. The New Foundation will not accept responsibility for any lost or damaged items. We also strongly suggest that you don't bring expensive clothing or jewelry.

It is highly recommended that ALL your clothes and hygiene products are marked with your initials.

- All medications filled with at least a week supply. All medication, vitamins, etc. must be prescribed by a physician and dispensed through TNF Nursing Dept.
- No more than one week of clothing: 7 tops and 7 bottoms and 2 pairs of shoes (one pair should be athletic shoes for outdoor activities) and 1 pair of shower shoes/sandals; 2 sets of sleeping clothes; 7 pairs of socks, underwear and/or bras.
- Hygiene items (1 of each): soap, deodorant, lotion, shampoo/conditioner, toothpaste, toothbrush, brush/comb, face wash and moisturizer. **UN-OPENED OR NEW HYGENE PRODUCTS ONLY AND WITH NO ALCOHOL.**

Item Description	Quantity Brought
<b>Clothing (see attached information)</b>	
◆ Underwear / Briefs	
◆ Bras	
◆ Socks	
◆ Pants	
◆ Shorts	
◆ T-Shirts / Shirts	
◆ Sweatshirts / Sweaters	
◆ Pajamas	
◆ Footwear	
◆ Shower shoes/sandals	
<b>Personal Hygiene Items (see attached information)</b>	
◆ Jewelry	
◆ Toothbrush : <i>No electric toothbrush</i>	
◆ Toothpaste	
◆ Deodorant	
◆ Face wash	
◆ Moisturizer	
◆ Brush	
◆ Shampoo / Conditioner	
◆ Soap/Body wash	
<b>Items Allowed (Must remain locked in staff office when not in use)</b>	
◆ Makeup : <i>Maximum of 5 items</i>	
◆ Hair styling tools: Curling iron, flat iron, blow dryer	
◆ Nail Clippers : <i>Maximum of 1</i>	
◆ Tweezers: <i>Maximum of 1</i>	

# We Do Not Allow

Contraband: Lighters, Matches, Tobacco, Drugs and Alcohol,  
Weapons - firearms, knives, or other items that may be used as a weapon.

## **Inappropriate Clothing:**

- Depict, promote or endorse illegal or violent activities, drugs, alcohol, tobacco, sexual images/comments or profanity.
- Offensive/degrading of others based on race, color, ancestry, national origin, gender, religion, sexual orientation or disability; or otherwise distasteful and/or vulgar.
- Hazardous/potentially dangerous-including but not limited to extended belt length, choke chains, wallet chains, dog collars, any type of spiked.
- Extremely revealing-including but not limited to short shorts/skirts/dresses, transparent/see-through, midriff baring, low cut shirts/dresses.
- Excessively tight fitting clothes.
- No spaghetti straps, tube tops or halter tops.
- Torn jeans, shorts or tee shirts.
- Display, symbolism or otherwise identify or acknowledge any type of gang affiliation (bandanas, same color pants and shirts/jacket, "Fat" shoelaces may be only black or white in color).

## **Hygiene items that are not allowed include...**

- Products containing alcohol (hairspray, perfume/cologne, etc.)
- Aerosol cans (hairspray, deodorant, body spray, etc.)
- Electric-toothbrushes, hair clippers, shavers.
- Compact with mirrors
- Clippers
- Q-Tips
- Personal Razors
- Hair Dye
- Mirrors
- Personal Scissors
- Mouthwash with or without alcohol
- Self-tanning products.
- No items stored in glass bottles.

## **Electronic items that are not allowed include...**

- Cell phones
- MP3 players/iPods
- Computers/Laptops/tablets
- Video game systems/games
- Hand held video games
- CDs (burned or Parental Advisory Warnings)
- "PG-13" or "R" rated movies

## **Personal items that are not allowed include...**

- Stuffed animals
- Comforters/Blankets
- Picture frames or other items with glass.
- Pictures of friends (family ONLY)
- Pillows
- Books/magazines containing violent or sexual content
- Candles/Incense
- Ink/gel pens, permanent markers, mechanical pencils, pencil sharpeners, spiral bound notebooks

***PLEASE NOTE: The aforementioned list is not exhaustive but as close as possible. It is at the discretion of TNF Staff to modify/update these rules***



## Documents required at the time of intake

-Identify what program your child will be admitted to and check what documents **MUST** be brought at the time of the intake.

-Parent/guardian **MUST** be at intake to sign all legal paperwork.

Documents Required	BHIF LEVEL I	BHRF LEVEL II	IOP
Birth Certificate	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Security Card	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Insurance Card	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Immunization	<input type="radio"/>	<input type="radio"/>	
School Transcripts	<input type="radio"/>	<input type="radio"/>	
Individualized Education Program (IEP) <i>(if applicable)</i>	<input type="radio"/>	<input type="radio"/>	
Section 504:Evaluation report and accommodation plan <i>(if applicable)</i>	<input type="radio"/>	<input type="radio"/>	
Divorce Decree/Custody agreement <i>(if applicable)</i>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Physical (within the past 30 days)	<input type="radio"/>	<input type="radio"/>	
Tuberculosis test (results within the past 30 days)	<input type="radio"/>	<input type="radio"/>	
DCS ONLY – Last Dental record 6 months prior to admissions	<input type="radio"/>	<input type="radio"/>	

*\*if documents are not brought in at the time of intake documents **MUST** be brought back to The New Foundation within 24 hours of intake.*