Green Hill School **Parent Fact Sheet**

Green Hill School is a medium/ maximum security facility for young men ages 17-25. GHS works with other state facilities and the local school district to provide treatment, education, and transition services. These services can include skill-building through counseling, treatment groups, academics, and vocational training.

Green Hill School follows the Performance-based Standards for operations through the American Correctional Association and Performance-based Standards. Our health center is accredited through the National Commission on Correctional Health Care.

Parents, family, and guardians are encouraged to maintain contact with young people and their assigned counselor. Our counselors will keep you informed about treatment, programming progress, and transition services. You are welcome to call with questions or concerns at any time.

Upon Arrival

Young people are assigned to a living unit based on their treatment needs. Young people are assigned a counselor to manage their treatment and transition needs. A young person gets clothing, medical and dental exams, and mental health assessment when arriving on campus.

Family participation and community transition are important parts of the Juvenile Rehabilitation (JR) Treatment model. Counselors will try to include parents and legal guardians in the treatment process.

During the first month at GHS, each young person will have a Future Planning Meeting (FPM). This meeting will establish goals and identify treatment needs in the following areas:

- Family/living arrangements
- Mental, behavioral, and physical health
- Education
- Substance use
- Employment and vocation
- Peer groups/friends
- Leisure and recreation
- Legal requirements

Treatment Program

Young people are provided individualized treatment plans designed to teach them skills for successfully reintegrating into their communities and families while maintaining a crime-free and socially appropriate lifestyle. A typical program consists of individual counseling with an assigned counselor, treatment groups, and academic and vocational education. There are ample opportunities for recreation, cultural programming, and other enrichment programs. Young people can participate in work-based learning and receive a stipend for work completed.

Visiting Procedures

With the help of their counselor, each young person completes a visitor request/registration form for family and community support persons during the orientation phase. As soon as visitors are verified and approved by the unit manager, visitation supervisor, and program manager, they are added to the young person's visitors list. Visitors over the age of 12 must have picture identification.

Mothers of resident's children will be allowed to visit after paternity has been established with a birth certificate and when accompanied by the child. If the mother is a minor, she must be accompanied by a custodial parent or legal guardian.

Young people may request exceptions for visits from significant others who are not members of immediate family, for visits by more than five family members at a time, and for visits outside of normal visiting hours. Special visits must be for a specific purpose, such as a special celebration or the death of a family member.

Family members sign in with security staff before passing through a millimeter wave body scanner, and have all shoes, belts and coats scanned before entering the Visitor Center. All visits are conducted in the Visitor Center except special events that take place in the gym or any other special visits designated by the facility.

Each living unit is assigned a specific time for visitation. Visiting during designated state holidays will be open to all living units and is limited to one visit – either a morning or afternoon session. Space limitations are dictated by available seating and rated capacity issues and will be determined by the security supervisor. Any exceptions to the assigned visiting time must be made before your visit and with the approval of the program manager of the young person's assigned living unit. Additional visits are afforded on specifically scheduled Friday's for Honor level youth. Information related to Honor visits can be provided by counselors.

Visitation times are based on a young person living unit. Visitation alternates living units each weekend. Honor Level visitation also alternates every other Friday with each unit. You can visit during your young person's living unit assigned time. Please contact your young person's counselor to confirm visitation times.

Visitors are expected to maintain appropriate behavior, be responsible for the behavior of children who accompany them, and refrain from physical contact with the GHS young people except for brief hugs, kisses, and handshakes at the start and end of visits.

Violation of visiting rules may be considered grounds for terminating the visit, suspension of visiting privileges, or criminal prosecution. Young people are searched after visits, and those who are found to be in possession of anything brought in by a visitor will be considered for disciplinary sanctions.

What can I bring to visits?

You can only bring in personal identification, life-sustaining medication, $10 in cash for the vending machines, and debit/credit cards. There are limited storage lockers, so visitors are encouraged to leave their personal belongings in their cars.

Vending machines and microwaves are available. These machines accept cash or card. Visitors may not give anything to young people. The Visiting Center is monitored by security staff and video surveillance.

Visitation Hours

- **Saturdays and Sundays from 8:30 a.m. – 6:00 p.m.**
- **Fridays 2:00 p.m. – 5:00 p.m.**

What can I send in?

Young people can receive letters, small photographs, and greeting cards in the mail. To reduce the introduction of contraband into the facility, all mail items are photo copied and the copy is provided to the young person. Young people may receive other items through a vendor approved by their program manager. Please do not send food, hygiene products, clothing, or other items directly to the young people. These items will be returned to you.

It is important to note that the mail sent to GHS is scanned for content appropriateness. Letters and enclosed pictures that are not considered legally or socially appropriate will be returned to the sender and may result in suspension of correspondence privileges with the sender. All mail is tested for drugs.

How do I write or call?

Young people and their counselor complete telephone lists and mail lists during the orientation phase. Immediate family members are placed on both lists unless there are unusual circumstances. Several young people must share the telephone, therefore all calls are limited to 10 minutes. Designated call times depend on which unit the young people resides in. The number of incoming and outgoing calls depend on a young person's treatment progress in his program. Young people will be able to give you specific information at the time of their first call to you. Each young person is allowed one free 10-minute outgoing call per week. You may send as many letters as you wish. We have found that regular contact with family is very important to the young people. Young people may send two letters a day.

Mailing address:
Green Hill School
375 SW 11th Street
Chehalis, WA 98532

Switchboard number:
(360) 748-3400

Supporting Residents

Visits, letters, and phone calls are very important to young people and often provide the encouragement they need to put forth the effort to excel in their treatment and earn additional privileges, community eligibility, and early release.

Resident Funds

You can mail personal checks or money orders addressed to the young people for deposit to your child's account. We discourage sending a large sum as there are limits to what young people may spend. Please do not attempt to pass cash to young people during visits or in mail. Young people are not allowed to have any form of currency in their possession, and it will be confiscated. They are allowed to spend money at the commissary for snacks and hygiene items.

Clothing

Young people are provided a complete wardrobe consisting of pants, sweatshirts, T-shirts, tank tops, socks, underwear, a bathrobe, shower sandals, gym shorts, shoes, hat, and jacket. The clothing in which they arrive is laundered and maintained in the property room for them to wear when they leave the institution. Any young person in need of clothing upon their release will be provided clothing through donation at our Clothing Closet on campus. Family is also allowed to bring a set of clothing for young people to wear upon their release. This will be given to security and kept with their personals.

Personal Property

In addition to GHS-issued clothing, young people may possess the following:

- School material
- Approved photos
- Approved hygiene items
- Legal and approved personal papers
- 15 approved personal books or magazines
- Approved writing material
- Work-related protective clothing
- One issued water bottle
- Religious materials
- Approved hobby material
- Other items approved by the Living Unit Manager

**Honor young people may be provided a state-issued television, based on availability.*

Academic School

The academic school is operated by the Chehalis School District and offers the same type of classes as middle and high schools throughout the state. Young people may earn their GED or high school diploma. Diplomas are awarded during graduation ceremonies. The school also provides vocational programs that include welding, auto mechanics, and auto bodywork. The vocational program is growing, and additional areas are being explored by the school district. College classes are also available through Centralia Community College, Evergreen State College, and Seattle Central University for qualifying young people.

Employment

Young people may be employed in a variety of paid jobs on campus, including kitchen aide, laundry worker, and grounds and building maintenance. GHS facilitates the payment of restitution as part of each young person's treatment plan. Young people work with their counselor to develop a restitution payment plan. Payment plans must consider each young person's circumstances.

Substance Use Treatment and Alcohol Treatment

GHS has an intensive outpatient treatment program and substance use education through groups and one on one sessions with a certified counselor. Young people may also participate in outpatient treatment in community facilities.

Mental Health Treatment

Mental health is assessed by a GHS mental health professional upon arrival to the institution. Young people with mental health needs will be monitored by a mental health resource staff. Ongoing evaluation is conducted by a psychiatrist and a psychologist, and any necessary medication is prescribed.

Religious Activities

GHS's religious coordinator will meet with young people to identify the best way to meet their spiritual needs. Volunteer religious groups frequently visit to present religious programs and offer mentoring for young people.

Medical Care

Our Health Center staff provides medical, dental, and mental health care for all young people. A registered nurse conducts an intake assessment on all young people. A physician, registered nurses, and a mental health professional are always available. Young people who require hospitalization are transported to the local hospital.

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Complaints

Young people are encouraged to resolve grievances through discussion with their counselors. There is a formal complaint process through which young people may appeal to their program manager, the superintendent, and the division director of JR. Young people also have access to legal assistance by calling or writing an independent law firm that contracts with JR.

Behavior Code

Young people are expected to comply with all laws and all rules established by the Washington State Department of Children, Youth, and Families(DCYF), JR, and the Behavioral Management System. Rule violations are in a three-tiered system with consequences based on the violation level. A hearings officer facilitates reviews for serious violations. The rules are basic and are of the type necessary to succeed in an environment where people live together. The rules are based on respect for others, safety, responsible choices, and assumption of personal responsibility. Young people who follow the rules receive all privileges, and those who don't will have their privileges curtailed.

Law violations are taken seriously at GHS. Law violations are reviewed by GHS administration on a case-by-case basis and then may be referred to local law enforcement and the prosecuting attorney for their review and disposition.

Community Facilities and Community Transition Services Involvement

Young people who invest in treatment and practice responsible behavior may be community-eligible prior to their maximum release date. At that point, they are referred to community facilities throughout the state and, if accepted, may spend the rest of their sentence there. Community facilities differ from institutions in that young people at a community facility typically attend a public school and have a part- or full-time job in the community while participating in evening treatment at the facility.

Some young people may be eligible for Community Transition Services (CTS) which is a program that allows young people to complete the later part of their sentence on electronic home monitoring. Eligibility criteria for this program can be provided by their counselor.

Requesting Information

You may call your assigned living unit counselor for specific information about treatment. For information regarding the living unit program or institutional rules, you may contact the living unit counselors, supervisors, or program manager.

- **Baker Living Unit** ..... **(360) 740-3413**
- **Baker North Living Unit** ..... **(360) 740-7103**
- **Cypress Living Unit** ..... **(360) 740-3489**
- **Hawthorn Living Unit** ..... **(360) 740-3425**
- **Maple Living Unit** ..... **(360) 740-3417**
- **Spruce Living Unit** ..... **(360) 740-3421**
- **Willow Living Unit** ..... **(360) 740-3430**