

ITEMS TO BRING FOR ADMISSION INTO JACO PROGRAM

ADMINISTRATIVE FEE: ALL clients must bring a \$50.00 administrative fee in order to be admitted into JACO. This fee covers the client supplies such as Big Books, Big Book Dictionaries, Journals, Pens, Notebooks, Folders, Highlighters, Sobriety Coins, Art Supplies, Games and Equipment for Recreation.

INSURANCE: If a client has private insurance, the card must be provided at admission. This will affect admission to the program.

LEGAL: If client is on probation they must provide the name of Probation Officer (P.O.) and contact phone number. P.O. fax number, e-mail address along with the physical address is preferred. If court referred they will need county, judge's name, and contact number for the court. If there is an attorney involved please provide attorney name, phone number and address.

MEDICATION: If client is taking medication they must bring enough medication to last them for the entire time they are on the unit, at least a 30 day supply. Failure to do so may affect admission into our program.

IDENTIFICATION: When clients arrive for admission, they must bring valid identification. Accepted forms of identification include: driver's license, social security card, picture ID, birth certificate, etc. *Failure to provide proper identification may result in individual not proceeding with admission.*

MAIL: Clients may receive mail while in our program. All mail will be opened in the presence of client's counselor. Please address mail to the following:

JACO
c/o Client Name
900 East Chester Street
Jackson, TN 38301

No one will be admitted into our treatment program more than three times. No exceptions.

Individuals transporting clients must wait until the client has been admitted before leaving the facility.

***** ANY ITEMS BROUGHT TO JACO THAT ARE NOT ALLOWED MUST BE RETURNED HOME IMMEDIATELY OR WILL BE LOCKED IN STORAGE UNTIL DISCHARGE. THIS MAY AFFECT ADMISSION TO THE PROGRAM. *****

**ALL ITEMS BROUGHT FOR THE CLIENT ON DAY OF ADMISSION
MUST BE RECEIVED IN THE FRONT OFFICE BETWEEN 8:00 A.M. – 3:00 P.M.**

ITEMS ALLOWED:

- PLASTIC CLOTHING HANGERS
- CLOTHING – FIVE CHANGES WILL BE ALLOWED (All clothing must cover your body with no cleavage, midriff, or lower back exposed).
- SHOES – 2 PAIR (No Backless Shoes)
- TOWELS AND WASHCLOTHS (AT LEAST 3 OR 4)
- PILLOW AND/OR PILLOW CASE
- PERSONAL ITEMS: shampoo, toothpaste and brush, comb, brush, razors, soap, foundation, mascara, chapstick, hairspray, deodorant (NON-AEROSOL) ABSOLUTELY NO products containing ALCOHOL
- CIGARETTES - ALL CIGARETTES MUST BE FURNISHED BY CLIENT. NONE ARE AVAILABLE AT JACO A (SHOULD BRING AT LEAST ONE CARTON).
- MONEY – No more than \$100.00 on person. Clients are responsible for their own funds/wallets. JACO A is not responsible for any money lost / stolen.
- DETERGENT AND/OR DRYER SHEETS
- AA/NA material
- SHOWER SHOES TO BE WORN IN THE SHOWER

ITEMS NOT ALLOWED:

- NO WIRE HANGERS
- NO JEWELRY OTHER THAN WATCH (NO SMART WATCHES) OR WEDDING BAND
- NO VISIBLE BODY PIERCINGS
- NO MOUTHWASH CONTAINING ALCOHOL
- NO MAKEUP (foundation, mascara and/or chapstick is permitted)
- NO OUTSIDE READING MATERIALS OTHER THAN AA/NA RELATED MATERIAL
- NO RADIOS/TAPE PLAYERS
- NO CELL PHONES
- NO WEAPONS INCLUDING POCKET KNIVES OR SHARP OBJECTS
- NO AEROSOL CANS (INCLUDES HAIR SPRAY AND DEODORANT)
- NO VAPES OR ELECTRONIC CIGARETTES PERMITTED
- NO OUTSIDE READING MATERIALS OTHER THAN AA/NA RELATED MATERIAL
- NO RADIOS/TAPE PLAYERS,
- NO CELL PHONES,
- NO WEAPONS INCLUDING POCKET KNIVES OR SHARP OBJECTS

CLOTHING NOT ALLOWED:

- NO HEADWEAR (NO HATS, NO CAPS, NO TOBOGGANS/BEANIES, NO BANDANAS)
- NO TANK TOPS, NO MUSCLE SHIRTS, NO SLEEVELESS SHIRTS /BLOUSES/T-SHIRTS
- NO SKIN-TIGHT PANTS OF ANY KIND (INCLUDING JEANS)
- NO SWEAT PANTS
- NO SHORTS ABOVE KNEE LENGTH
- NO CLOTHING WITH OBSCENE LANGUAGE / ALCOHOL OR DRUG PICTURES OR SAYINGS
- NO SAGGING PANTS OR HIP HUGGERS
- NO PURSES