

WOODWARD ACADEMY

PARENT/GUARDIAN INFORMATION/CONSENT PACKET

MAIL OR FAX TO:

Woodward Academy
% Admissions
1251 334th St.

Woodward, Iowa 50276

Phone: 515-438-3481

Fax: 515-438-3489

E-Mail: avanwinkle@wwacademy.com

Please have paperwork completed prior to admission

WOODWARD ACADEMY
PERSONAL ITEMS LIST
CLOTHING NEEDS

CLOTHING REQUIRED	90 DAY BOOTCAMP	4-6 MONTH COMM.RES.	9-18 MONTH SEX OFFENDER
MENS BRIEFS no boxers	8 pair	8 pair	10 pair
WHITE ATHLETIC SOCKS	8 pair	8 pair	10 pair
WHITE CREW NECK T-SHIRTS	3	3	8
SANDAL TYPE SHOWER SHOES (must be able to wear socks, no toe separator)	0	1 pair	1 pair
BATH ROBE	1	1	1
ATHLETIC SUPPORTERS (JOCKS)	3	2	2
SWEATSHIRTS	2 (navy blue)	2	4
SWEATPANTS	2 (navy blue)	2	4
ATHLETIC SHORTS	0	3	4
EVERYDAY SHIRTS	0	3	8
STOCKING CAP/GLOVES	0	1 set	1 set
JACKET (SPRING/FALL)	0	1	1
WINTER COAT	0	1 if in season	1 if in season
TENNIS/CROSS TRAINING SHOES	1 pair	1 pair	1 pair
APPROPRIATE FITTING JEANS	0	2 PAIRS	5 PAIR

- STUDENTS IN THE 4-6 MONTH CR PROGRAM AND THE 9-18 MONTH SO PROGRAM MAY ALSO BRING DRESS/KHAKI PANTS AND DRESS SHIRTS.

ALL CLOTHING AND PERSONAL ITEM SHOULD BE BROUGHT WITH HIM ON ADMIT OR BE WITH THE STUDENT WHEN STAFF PICK THEM UP IF POSSIBLE.

ALL STUDENTS SHOULD ALSO BRING:

- 1) US POSTAL Stamps and envelopes for letter writing
- 2) Appropriate family photos
- 3) THREE MONTHS SUPPLY OF: shampoo, deodorant, soap, lotion, toothpaste, toothbrush, shaving cream, comb, soap dish.
(No glass bottles)
- 4) A PHONE CARD

Woodward Academy staff will send home or store any items that are deemed inappropriate to the program.

EXAMPLES:

- 1) Any gang related items
- 2) Any clothing items with inappropriate slogans/comments
- 3) Clothes must fit appropriately, **no oversized clothing**
- 4) Radios, CD players, and Valuables are allowed only at certain phases of the program
- 5) Watches and Necklaces only allowed at certain phases of program, do not bring at admit

PROVIDERS FOR WOODWARD ACADEMY
(PARENT/GUARDIAN - THIS SHEET IS FOR YOU TO KEEP AS A REFERENCE)

Physician: U of I Family Care
Division of University of Iowa Community Medical Services
616 10th Street
Perry, Iowa 50220
515-465-3553

Hospital: Dallas County Hospital
610 10th Street
Perry, Iowa 50220
515-465-3547

Psychiatry: Dr. Terry Augspurger, M.D.
Susan Smith, ARNP, CS
* consulting mental health professionals who provide services through weekly on campus visits

Dentist: Dr. Joel Wright & Dr. Greg Steffen
1305 2nd Street
Perry, Iowa 50220
515-465-3501

Podiatry: Dr. Todd Miller
612 10th Street
Perry, Iowa 50220
515-465-5688

Optometry: Eye Care Associates
1313 2nd Street
Perry, Iowa 50220
515-465-4203

Pharmacy: Medicap Pharmacy
Madrid, Iowa
877-795-4252

Audiology: Michael Gentz
1401 50th Street
Regency #2, Suite 112
West Des Moines, Iowa 50266
800-246-1891

TO PARENTS AND GUARDIANS:

STUDENT NAME: _____

Comprehensive mental, physical, and emotional health care require a thorough review of the child's health background. Please complete this now to the best of your knowledge. The registered nurse will review it with the student and with you if necessary to clarify any questions. Please inform the nurse of any significant health problems. Thank you for your assistance.

ALLERGIES: **FOOD** _____
 DRUGS _____
 OTHER _____

YES	NO	EYE/EAR/NOSE/THROAT
		EYE INJURIES _____
		FREQUENT EYE INFECTIONS _____
		EAR INFECTIONS _____ TUBES: R L WHEN: _____ REMOVED: _____
		EAR DISCHARGE _____ RINGING IN EARS _____
		NASAL FRACTURE _____ DEVIATED SEPTUM _____
		CHRONIC NOSEBLEEDS _____
		SINUS TROUBLE _____
		FREQUENT COLDS _____
		FREQUENT TONSILLITIS/ STREP THROAT _____
		SWOLLEN GLANDS _____
		MOUTH/ TONGUE BLEEDING/ SORES _____
		OTHER _____

YES	NO	RESPIRATORY
		ASTHMA/ WHEEZING/ SHORTNESS OF BREATH _____
		AGE OF ONSET _____ CURRENT TREATMENT _____
		TUBERCULOSIS _____ VALLEY FEVER _____
		WHOOPING COUGH _____
		PNEUMONIA _____ BRONCHITIS _____
		CHRONIC COUGH _____ COUGHING BLOOD _____
		OTHER _____

YES	NO	CARDIOVASCULAR
		EKG (WHEN/ WHERE) _____
		IRREGULAR HEART BEAT _____
		CHEST PAIN _____
		CONGENITAL HEART DISEASE _____
		RHUEMATIC FEVER _____
		OTHER _____
		EXERCISE INTOLERANCE _____

YES	NO	HEMATOLOGY
		BLOOD TRANSFUSIONS _____
		I.V. DRUG USE _____
		DRUG REACTIONS _____
		BLEEDING DISORDERS _____
		ANEMIA _____
		SICKLE CELL TRAIT _____

YES NO

GASTROINTESTINAL

		CHRONIC INDEGESTION
		CHRONIC NAUSEA/ VOMITING
		ANOREXIA/ BULEMIA
		ULCERS
		ABDOMINAL PAIM
		HEPATITIS
		GALL BLADDER
		CHRONIC CONSTIPATION/ DIARRHEA
		LAXATIVE USE
		SOILING/ ENCOPRESIS

ENDOCRINE

		THYROID DISORDER
		DIABETES
		OTHER

NEUROLOGIC

		EEG (WHEN/WHERE)	X-RAY (WHEN/WHERE)
		MRI (WHEN/WHERE)	CAT SCAN(WHEN/WHERE)
		SIEZURES	
		HEAD TRAUMA/LOSS OF CONSIIOUSNESS	
		DIZZINESS/FAINTING	
		WEAKNESS/PARALYSIS	
		BRAIN TUMOR	
		MIGRAINE/CHRONIC HEADACHES (FREQUENCY, EVALS & TREATMENT)	

GENITAL/ URINARY

		ENURESIS/ BEDWETTING
		INCONTINENCE
		PAINFUL/DIFFICULT/FREQUENT URINATION
		KIDNEY DISEASE/BLOOD IN URINE
		FREQUENT URINARY TRACT INFECTIONS
		DISCHARGE
		HISTORY OF SEXUAL ABUSE
		SEXUALLY ACTIVE
		SEXUALLY TRANSMITTED DISEASES

MUSCULO-SKELETAL

		SCOLIOSIS
		FRACTURES/BROKEN BONES
		BACK PROBLEMS
		JOINT PROBLEMS
		OTHER

DERMATOLOGY

		RASH
		ACNE/TREATMENT
		PSORIASIS

CHILDHOOD/INFECTIOUS DISEASES

		CHICKEN POX (AGE)
		MEASLES (AGE)
		RUBELLA (AGE)
		OTHER

OTHER HEALTH PROBLEMS (PAST OR PRESENT)

PREVIOUS HOSPITALIZATIONS

SURGERIES

MEDICAL HISTORY / FILE LOCATION

DOCTOR _____ **TOWN** _____

HOSPITAL _____ **TOWN** _____

PSYCHIATRIC/PSYCHOLOGY _____ **TOWN** _____

****REMINDER...A COPY OF THE CHILD'S IMMUNIZATION RECORD MUST BE MAILED TO WOODWARD ACADEMY IF NOT BROUGHT IN AT ADMISSION**YOU MAY OBTAIN THIS INFORMATION FROM YOU CHILD'S SCHOOL OR PEDIATRICIAN IF YOU DON'T HAVE IT AT HOME.**

INFORMATION PROVIDED BY

NAME _____

RELATIONSHIP _____ **DATE** _____

REVIEWED BY NURSE _____

DATE / TIME _____

STUDENT'S NAME: _____

**WOODWARD ACADEMY
UNAPPROVED TELEPHONE / MAIL // VISIT LIST**

PLACING WORKER AND/OR PARENTS: Please complete the following information for our records:

I hereby acknowledge that I have read, understand and agree to the conditions contained in the Woodward Academy Mail/Telephone/Visitation Policy. I understand that contact with a child's immediate family cannot be disallowed without a court order per licensing regulation 114.13(3)a.

The following individuals are UNAPPROVED for contact:

Date Initiated:	Reason for no or limited contact:	
Name of Individual:		
Relationship to the student:	Unapproved For:	
	<input type="checkbox"/> telephone contact	<input type="checkbox"/> mail contact
	<input type="checkbox"/> on-campus visits	<input type="checkbox"/> off-campus visits
Date referring worker was notified:	Plan to regain contact:	
Date parents were notified:		
Court Order:	Student's Initial:	Date Discontinued:
YES NO		

Date Initiated:	Reason for no or limited contact:	
Name of Individual:		
Relationship to the student:	Unapproved For:	
	<input type="checkbox"/> telephone contact	<input type="checkbox"/> mail contact
	<input type="checkbox"/> on-campus visits	<input type="checkbox"/> off-campus visits
Date referring worker was notified:	Plan to regain contact:	
Date parents were notified:		
Court Order:	Student's Initial:	Date Discontinued:
YES NO		

STUDENT'S NAME: _____

Date Initiated:	Reason for no or limited contact:	
Name of Individual:		
Relationship to the student:	Unapproved For: <input type="checkbox"/> telephone contact <input type="checkbox"/> mail contact <input type="checkbox"/> on-campus visits <input type="checkbox"/> off-campus visits	
Date referring worker was notified:	Plan to regain contact:	
Date parents were notified:		
Court Order: YES NO	Student's Initial:	Date Discontinued:

SUBSEQUENT REVIEWS:

Date	Initial	Date	Initial	Date	Initial	Date	Initial

Parent/Guardian Date

Placing Worker Date

Student Date

All parties have read and agree with the above listed names

Woodward Academy
1251 334th Street
Woodward, Iowa 50276

Woodward Academy is a residential placement managed and operated by Sequel Youth Services and located at the aforementioned address.

Your child/ward has been accepted into our program. The following information is required in order to provide quality services to your child.

General Information:

Student's Legal Name: _____

Dare of Birth: _____ (Please attach a certified copy of the Birth Certificate)

Social Security Number: _____ (Please attach a copy of the card)

Medical Information:

Medical Conditions, medications or allergies that your child/ward may have:

Medical Insurance/Medicaid Information (check those that apply)

Private Insurance Plan

If you or your child possess a private health plan, please complete the Medical Care Information below. *Also, please send a copy of the front and back of the insurance plan card.*

Policy Holder's Name as it appears on the card: _____

Policy Holder's Date of Birth: _____ Relationship to Student: _____

Policy Holder's ID Number: _____ Group Number: _____

Employer's Name and Address: _____

Name and address of Insurance Company: _____

Policy Covers (check those that apply): Major Medical Eye Care
 Dental Prescriptions

Medicaid (Title 19)

Title 19 Number: _____

Please send a copy of the most recent Title 19 card you have received. If you receive cards in the future, please forward them to us to ensure the utmost quality of care for your child/ward.

I state that the information given is correct to the best of my knowledge. I also give authorization for payment of hospital benefits directly to the hospital and medical benefits directly to the physician(s). I agree to pay any and all hospital, medical, pharmacy, co-pays and deductibles that

exceed or that are not covered by my medical insurance, Title XIX or State Medical Coverage that are a result of care for my child/ward.

Legal Guardian/Parent initial here_____

In order to allow your child/ward the maximum opportunities and services provided while placed at Woodward Academy, we request your permission for the following:

Consent to Treatment

I apply and consent to such psychiatric, psychological, mental health, medical, medical screening and follow-up, diagnostic, immunizations, substance abuse, emergency and hospital treatment including anesthesia, as professionals contracting with Woodward Academy may prescribe. I am aware the practice of medicine and mental health is not an exact science and I acknowledge that no guarantees have been made to me regarding the results of treatment or examinations.

Legal Guardian/Parent Initials here_____ **Student Initials here**_____

Reciprocal Authority for Release and/or Exchange of Information

I authorize the release and/or exchange of all necessary information (written or verbal) to and among the service providers listed below, as well as, other providers contracting services for the purpose of providing educational, residential and/or temporary shelter care to my child/ward. All information shared/requested shall be on a "need to know" basis and comply with the Privacy Practices (HIPAA) of Woodward Academy.

Providers: Woodward Academy, Department of Human Services (to include any past child abuse reports), Juvenile Court Services or other child placing agency(s), Youth Attorney, Guardian ad Litem, University of Iowa Family Care, Dallas County Hospital, Dr. Terry Augspurger (consulting psychiatrist), Dr. Joel Wright & Dr. Greg Steffen (dental), Dr. Todd Miller (podiatry), Eye Care Associates, Medicap Pharmacy, Michael Gentz (audiology), Local Area Education Agency and the child's resident school.

Legal Guardian/Parent Initials here_____ **Student Initials here**_____

Consent to Interview

Note: As an integral part of Woodward Academy, we encourage involvement in the various academic, athletic and job opportunities offered on campus. At times, local and national media request pictures and/or interviews with our students as recognition of an individual or group accomplishment.

Consent: I authorize Woodward Academy to allow the name and/or photograph of my child/ward to be made public either through Woodward Academy circulations, media or other publication(s).

Legal Guardian/Parent Initials here_____ **Student Initials here**_____

Consent to Work

Note: As previously stated, students at Woodward Academy may have the opportunity to engage in job opportunities on and/or off campus. This allows students to work toward completion of restitution and/or

community service obligations or begin saving for their future.

Consent: I authorize Woodward Academy to allow my child/ward to participate in employment opportunities either on or off campus while placed at Woodward Academy.

Legal Guardian/Parent Initials here_____ **Student Initials here**_____

Consent to Travel and Participate

Note: This consent allows your child/ward to engage in athletic, educational and recreational activities as a representative of Woodward Academy to accompany Woodward Academy staff and students on off campus events or trips. Due to our geographical location, many of these trips may be outside the state of Iowa to include, but not limited to, Nebraska and Missouri.

Consent: I understand that all activities involve the risk of injury. I consent/request my child/ward be given the opportunity of participating in interscholastic sports, off campus activities, field trips, etc.

Legal Guardian/Parent Initials here_____ **Student Initials here**_____

Notice of Privacy Practices Acknowledgement

Note: "HIPPA", State and Governmental privacy guidelines were implemented to protect you and your child/ward's health information. Woodward Academy has developed a privacy plan in order to comply with these guidelines. Enclosed with the aforementioned consent(s)/medical information request please find a copy of this plan. This copy is yours to keep for your review. By initialing/signing below you acknowledge receipt of this privacy plan.

Legal Guardian/Parent Initials here_____ **Student Initials here**_____

I have read and understand the information above. I understand that my initials are the same as my signature in this document. I understand I can terminate consent to any or all by way of written form to Woodward Academy.

Legal Guardian/Parent Signature:_____ **Date:**_____

Legal Guardian/Parent Printed Name:_____

Student's Signature:_____ **Date:**_____

Student's Printed Name:_____

Parent Consultation

Student's Name _____ Date _____

Parent Completing Consultation _____

Please complete this consultation to the best of your knowledge. It is extremely important that Woodward Academy has the input on your family dynamics and your perspective of your son. If you have information you feel will be helpful in understanding and rehabilitating your son that is not included in this consultation, please include that information on the space provided on the back of this form. Thank you.

Describe the makeup of your household (include names, ages and relationship to your son) _____

Would you describe your home environment as structured or unstructured? (include daily expectations you have for your son, household rules, etc.) _____

How do you reward your son for positive behavior? _____

How do you discipline your son for negative behavior? _____

How much time are you at home? (include what hours of the day) _____

How much time do you spend with your son and how is this time spent? _____

What do you see as your son's strengths? _____

Positive interests? _____

What do you see as your son's weaknesses? _____

Negative interests? _____

Do you see your son as a leader or a follower? Positive or negative? _____

What goals do you have for your son while he is at Woodward Academy? _____

Long term goals for your son? _____

What is the plan for your son's living arrangements upon discharge from Woodward Academy? _____

List significant people in your son's life that may be positive role models or influences (name and relationship) _____

Additional comments _____

Parental Consultation Substance Abuse

Are you aware of any substance use by your son?

Are you concerned that your son may be abusing drugs or alcohol? If so, why?

If so, what do you want to see your son learn about or change concerning his drug and/or alcohol use?

Are you aware of any resources that are available within the community that could help your son stay drug and alcohol free?

What are your goals for your son dealing with his substance abuse?

Is there a history of drug or alcohol abuse within your family?

Additional comments

Woodward Academy

RELEASE OF INFORMATION CONSENT

This Consent Authorizes _____
Name of facility or individual to release information

_____ Address of facility or individual to release information

To Release Information To _____
Name of facility or individual to receive information

_____ Address of facility or individual to receive information

Regarding: Patient Name _____ Date of Birth _____

Date of Treatment: From _____ To _____

For the Purpose of: _____ Comprehensive Evaluation _____ Education Planning
_____ Continued Care _____ Other: _____

Specific Information to be Disclosed:

- | | | |
|---|---|---|
| <input type="checkbox"/> Face Sheet | <input type="checkbox"/> History and Physical | <input type="checkbox"/> Discharge Summary |
| <input type="checkbox"/> Medical Consultation | <input type="checkbox"/> Psychiatric Evaluation | <input type="checkbox"/> Lab Reports |
| <input type="checkbox"/> Psychological Testing | <input type="checkbox"/> MRI and CAT Reports | <input type="checkbox"/> Educational Evaluation |
| <input type="checkbox"/> Drug and Alcohol Records | <input type="checkbox"/> EEG and EKG Reports | <input type="checkbox"/> Grades and Transcripts |
| <input type="checkbox"/> Social Assessment | <input type="checkbox"/> Substance Abuse Assessment | <input type="checkbox"/> Treatment Plan |
| <input type="checkbox"/> Progress Notes | <input type="checkbox"/> Other | |

This authorization for release of information is valid from: _____ to: _____
Month/Day/Year Month/Day/Year

If a date is not specified, this consent shall expire on year from the signature date. This consent to release information may be revoked at any time, except where actions have already been taken on the basis of this consent.

I have been informed of the specific types of information that have been requested and give my consent freely and voluntarily. I understand that treatment services are not contingent upon whether this information is released or not. A photocopy of this authorization is considered acceptable in lieu of the original. I understand information to be released may include confidential HIV-related information, confidential communicable disease related information, and alcohol or drug abuse related information.

Parent/guardian Signature _____ Date _____ Witness Signature _____ Date _____

Patient Signature _____ Date _____ Releasing Staff _____ Date _____

NOTICE TO PERSONS RECIEVEING THE ABOVE INFORMATION

The above information cannot be disclosed to other agencies or personas. Federal regulations state "This information has been disclosed to you from records whose confidentiality is protected by Federal Law and the 1996 "HIPAA" law. Federal Regulations (42 CFR part 2, June 1987) prohibit you from making any further disclosure of it without the specific written consent of the person to whom it pertains, or as otherwise permitted by such regulation A general authorization for release of medical information is NOT sufficient for this purpose."

SCHOOL DISTRICT WORKSHEET

STUDENT NAME _____

DOB _____ SS# _____

SCHOOL INFORMATION

Current Grade _____

Name and address of the school district where student resides:

Telephone _____

CONTACT PERSONS

Director of Special Education _____

Principal _____

School Counselor _____

Teacher _____

SCHOOL HISTORY

Was the student ever in Special Education? _____

If so, when? _____

If so, what? _____

Learning Problems? Attention _____ Reading _____ Spelling _____

Speech _____ Behavior _____

Does the school district know of placement? _____

Parent/Guardian Signature _____ Date _____

WOODWARD ACADEMY VOLUNTEER REGISTRATION

THE INFORMATION ON THIS FORM HELPS US TO FIND THE MOST APPROPRIATE VOLUNTEER SERVICE FOR YOU. PLEASE FILL OUT THE FOLLOWING INFORMATION.

PERSONAL INFORMATION:

(Student's Name)

(Date)

(P.O. Box/Street Address)

(Telephone Number)

(City, State/Zip Code)

(Date of Birth)

DO YOU HAVE ANY PHYSICAL LIMITATION?

YES OR NO

(anything wrong with you so you cannot participate)

IF YES, PLEASE DESCRIBE: _____

CASE OF EMERGENCY, WHOM MAY WE CALL?

(Name)

(Phone Number)

EMPLOYMENT HISTORY:

Brief Employment History:

DATE EMPLOYED

JOB DUTIES

BUSINESS

VOLUNTEER HISTORY:

Brief description of previous volunteer or community involvement (including community service): _____

Brief Description of your interests and skills and career ambitions: _____

Department of Human Services will consider this application without regard to race, color, national origin, sex, religion, age, creed, physical or mental disability, or political belief.

LIABILITY:

Volunteers are entitled to liability protection on the same basis as state employees under Iowa Code Chapter 25A. This protection is not, in all instances, complete. If you should have any questions, please contact either the state volunteer program director or the attorney general's office.

CONFIDENTIALITY:

All records and information to which you will have access as a Department of Human Services volunteer are confidential and are protected by law. Your signature on this form will certify that the confidentiality of this information has been explained to you. Your signature signifies an agreement between you and the department that you promise not to discuss any confidential information including, but not limited to, any description of situations as well as names of patients, clients or residents with whom you work.

Your signature means that you promise to share pertinent and confidential information only within the context of a work situation and only with persons working with the Department of Human Services.

Breach of this confidence is a violation of the criminal law and reason for immediate termination of your services with the Department of Human Services. It may lead both to a criminal prosecution against you and to a civil damage action in which you would not have any protection of Chapter 25A.

(Name of volunteer/student)

(Date)

(Signature of parent/staff)

(Date)

NEW STUDENT BILLING INFORMATION

Name: _____

Date of Birth: _____ **SSN** _____

GUARDIAN: _____

Phone Number: (H) _____ **(W)** _____

Date of Admission: _____

State: _____ **T19 number:** _____

Private Health Insurance: _____

Policy Holder: _____ **DOB:** _____

Policy Number: _____ **Group #:** _____

SSI: _____ **Rx Coverage:** _____

Rx Phone #: _____ **Rx Bin#** _____

Insurance Address: _____

Insurance Phone #: _____