

Fresno American Indian Clubhouse

1551 E. Shaw Ave., Suite 139 Fresno, California 93710 559-320-0490 phone 559-320-0494 FAX

http://www.faihp.org

CLUBHOUSE REGISTRATION FORM

Dear Parents/Guardians:

The application(s) requested for enrollment at the <u>Fresno American Indian Clubhouse</u> is attached. In order to participate in the <u>Clubhouse</u> activities, you must complete the full Fresno American Indian Health Project registration packet. If you would like information on other programs you may call Fresno American Indian Health Project. Please note the requirements for the **Clubhouse** enrollment.

- A COMPLETE FAIHP REGISTRATION PACKET
- A COPY OF THE MOST RECENT REPORT CARD
- PROOF OF NATIVE AMERICAN HERITAGE -CDIB
- UPDATED IMMUNIZATION RECORD
- CLUBHOUSE REGISTRATION PACKET
- PHOTO RELEASE

The completed application can be filled out while on the premises, mailed to your home, or emailed for your convenience.

The <u>Fresno American Indian Clubhouse</u> is a culturally sensitive after-school program for youth within the Fresno Area. The goal of the Clubhouse is to promote educational achievement, a love for learning, the benefits of a healthy lifestyle, and to teach the children about the dangers of drugs and alcohol abuse. Tutoring, age-appropriate health educational materials, educational field trips, and cultural activities make the Clubhouse a fun and safe learning environment.

Please call Fresno American Indian Health Project if you have further questions. 559-320-0490.

Thank you!

Fresno American Indian Clubhouse

Intake:	
Staff/Representative	Date

In order to provide appropriate services to your student/child, we ask that you complete the following sections. The information will be used to place your student/child in the activities, field trips, and tutoring sessions which they will benefit most from academically and socially.

Student/Child Inf	ormation			
First Name		Las	t Name	
Age	Date of Birth		SS#	
Address:	(Street)			
(St. #)	(Street)	(Apt. #)	(City)	(Zip Code)
Home Phone		Messag	e Phone	
Tribe(s) enrolled i	in:			
School:		Grad	de:	
Is student/child in y	vear round school? Y	es () No () i	if so, which track?	
	pecial education progr			
		, ,	. ,	
Please describe any beh to be aware of:	naviors, characteristics	, allergies, or o	ther information v	vhich <u>FAIC/FAIHP</u>
to be aware or.				
PARENT INFORMATION	ON: Are both p	arents living in	the home? Yes () No()
Mother/Female Guardi	ian (please circle wh	ch applies)		
First Name		Last Name		
Tribal Ethnicity:	is pare	nt/guardian an	enrolled member	of a tribe? Yes () N
Address:(St. #)				
(St. #)	(Street)	(Apt. #)	(City)	(Zip Code)
Home Phone		Message	Phone	
Place of employment: _		Occupat	ion	
Father/Male Guardian				
		4 37		
First Name	La	st Name		
Tribal Ethnicity:	is parent	guardian an en	rolled member of	a tribe? Yes () No
Addross.				
Address:(St. #)	(Street)	(Apt. #)	(City)	(Zip Code)
Home Phone				
			-	
Place of employment:		Occupat	ion	

EMERGENCY CONTACT INFORMATION

In case of an emergency, please list whom we need to contact in order of priority.

First to call:		
First Name:	Last Name:	
Relationship to student/child:		
	Work/Message phone:	
Second to Call:		
First Name:	Last Name:	
Relationship to student/child:		
Home Phone:	Work/Message phone:	
Third to call:		
First Name:	Last Name:	
Relationship to student/child:		
Home Phone:	Work/Message phone:	
I understand that the information relatives for usual business or emo		ill be used to contact members and
Signature	Relationship	Date

INFORMED CONSENT AND DISCLOSURES

I understand that the services provided at the <u>Fresno American Indian Clubhouse</u> may include the following:

- Drug and Alcohol Education
- Tutoring, Reading
- Computer & Video courses
- Socialization Skills
- Cultural Activities
- Goal Setting
- Talking Circles/Therapeutic Groups
- Theatrical Activities
- Smoking Prevention & Education
- Field Trips and outdoor sports (permission for each event will be required from the parent/guardian)
- Abstinence Information, Pregnancy Prevention, and Reproductive Education (age-appropriate)
- Arts, Crafts, Recreational Activities (may include movies and games)
- Gang Prevention
- STD & HIV Education/Prevention (age-appropriate)
- Computer & Internet Access (monitored)
- Holiday Events
- Job Training/Placement

Initial following statements:

I authorize the Fresno American Indian consultants to assist, teach, inform, and i	n Clubhouse staff, volunteers and nvolve my student/child in the above services.
My student/child can participate in	all of the services mentioned above.
My student/child can participation:	ate in all of the services mentioned above except
I give permission to the Fresno Americ my child for Clubhouse activities as verb	3 1
	nt/child's personal information may be shared bhouse professional staff or referral agencies in order to
I understand I will <u>not</u> be charged for <u>l</u>	Fresno American Indian Clubhouse services.
Parent or Legal Guardian's Signature	Date
Witness	Signature

THIRD PARTY CONSENT FOR MEDICAL SERVICES FORM

Parent's or guardian's authorization for adult person to consent for medical treatment or intervention of minor child.

I, (Parent's o	r Legal Guardian's 1	the p	parent or legal gua	ardian of(Stude	ent/child's name)
Age:		D	ate of Birth:		
examination practice me	n, anesthetic, medicine, when the	dical or surgice need for med	al supervision on lical treatment or	advice of any printervention is	buse to consent to any X-Ray, ohysician or surgeon licensed to immediate and when efforts to ION 25:8 of the Civil Code of
Signature of	f Parent or Legal	Guardian		Date	
			Parent Informa	tion:	
	☐ Moth	ner	☐ Father	☐ Leg	al Guardian
First Name_			_ Last Name_		
Address:	(0) 10	(0: 2)		(Ct.)	(71 G.1)
**	(St. #)	(Street)	(Apt. #)	(City)	(Zip Code)
Home Phone			Message I	'hone	

MEDICAL HISTORY

Must complete all information, please bring immunization cards to complete registration.

First Name		Last Name			
Age	Date of Bi	rth	SS#_		
Address:(St. #)	(Street)	(A=+ #)	(C:4-)	(Zip Code)	
(St. #)	(Street)	(Apt. #)	(City)	(Zip Code)	
Home Phone		Mess	sage Phone		
Family Physician:			_ Phone#:		
Physician Address:	:				
Parent Guardian/Ir					
First Name		Last Name	<u> </u>		
Address:(St. #)	(2)	(1.4.10)	(21:)	(7)	
				(Zip Code)	
Home Phone		Messag	ge Phone		
Emergency Contact:		Relation	onship:	Phone #:	
Describe/List all know :	allergies:				
List all medications (pr					
List an incurcations (pr	escribed and over-tr	ic-counter).			
and treatment.	·		•	cribe reaction, recommended	•
• Food (e.g., shel		ii, suiia, etc.)			_
(8)	1 11sii, nuts, etc.)				_
				pitalization insurance (please b	hring any
medical or Medi-		tion about your i	anny s neath/nost	Jitanzation insurance (picase i	ning any
Insurance Name	and Address:				_
Subscriber:		Policy/Cert	.#:	Group #:	_

Medical History (check all applicable in	formation and provide approximate dates)
Frequent Colds	Sleep Apnea/Sleep Walking
☐ Frequent Sore Throat	☐ Constipation/Irritable Bowel Syndrome
Sinus Problems	
Abscessed ears	Arthritis
Fainting	Heart Condition:
Bronchitis	Give Details
Stomach Upsets	Frost Bite
☐ Hay Fever	Give Details
Chicken Pox/Measles	Fractures
German Measles	Give Details
	☐ Sprains
☐ Whooping cough	Give Details
☐ Diabetes	☐ Surgeries/Serious Injuries
☐ Polio	
Rheumatic Fever	☐ Other illnesses not listed:
Tuberculosis	
Epilepsy	
Immunizations: Provide all dates of latest	inoculation or booster and records with your registration.
DPT series	
Polio series	
Measles	
☐ Tuberculin test	
Tetanus booster	
☐ Small Pox	
Other Information which may help <u>Fresn</u> services to your student/child:	no American Indian Clubhouse provide better/appropriate

Client's Bill of Rights

The client has the right to receive services and to exercise the following rights without regard to gender, culture, ethnic group identification, economic status, education level, disability, age, creed, religion or sexual orientation. This statement shall not preclude **FAIC/FAIHP**. from emphasizing services for the American Indian/Alaskan Native community:

- The client has the right to receive considerable and respectful care and to be accorded dignity in contact with staff, board members, and other persons.
- The client has the right to be free from verbal, emotional, physical abuse and/or inappropriate sexual behavior.
- The client has the right to expect that all communications and records pertaining to his/her care be treated as **confidential** except in cases of threat to self or others, childe abuse, elder or dependent adult abuse or court order. The client's written permission shall be obtained before their records can be made available to anyone not directly concerned with their care. **FAIC/FAIHP** shall assure confidentiality in accordance with **Title 42** of **Federal Regulation Part 2**.
- The client has the right to know the name of the provider who has primary responsibility for coordinating their care and the names and professional relationships of other providers who will see them.
- The client has the right to obtain complete and current information concerning their diagnosis, treatment, and prognosis in terms that the client can be reasonably expected to understand.
- The client has the right to participate in decisions regarding their care unless the health or safety of self or others is being compromised of the client is in an altered state.
- The client has the right to refuse treatment to the extent permitted by law, and to be informed of the health care consequences of the action.
- The client has the right to be accorded access to his or her file.
- The client has the right to expect that <u>FAIHP/Fresno American Indian Clubhouse</u> will take reasonable response to all requests for services and provide clear explanations for any services that cannot be provided.
- The client has the right to expect reasonable continuity of care and to know in advance the time and location of appointments.
- The client has the right to know what the program rules and regulations are that apply to his/her participation in the program.
- The client has the right to be advised if the provider proposes to engage in research or perform experimentation that in any way affects their care. The client has the right to refuse participation in experimental research.

- The client has the right to be accorded safe, healthful and comfortable accommodations to meet his or her needs.
- The client's rights will be extended to and apply to any person who is identified to have legal responsibility to make decisions regarding the care of the client.
- The client has the right to appeal a discharge or file a complaint with the Program Director/Coordinator according to the grievance procedure. This information is available at the front desk.

CLIENTS HAVE THE RESPONSIBILITY TO:

- Provide accurate and complete information concerning health history, financial status and/or any other information that is required by FAIHP and <u>Fresno American Indian</u> <u>Clubhouse</u> in order to provide services.
- Inform FAIC/FAIHP and/or referring facilities if you are not able to keep any appointments 24 hours prior to the scheduled appointment.
- Request additional information concerning any information you do not understand.
- Speak with the Program Director/Coordinator if you are having difficulty with any staff member.
- Treat the staff and other clients in respectful and courteous manner.
- Follow all rules/policies/guidelines for program participation and use of FAIC facilities.

FAIHP/ Fresno American Indian Clubhouse HAS THE RIGHT TO:

- Refuse service to any client who is verbally or physically abusive or threatening to any staff member or other clients (on the phone or in person).
- Refuse service to any client who is under the influence of alcohol, drugs or other substances.
- Suspend or terminate services of any client who does not comply with rules/policies/guidelines that are outlined for use of **FAIHP/ Fresno American Indian Clubhouse** programs or facilities.

I have reviewed the Client's Bill of Rights and understand what my rights and responsibilities				
are as described above. Furthermore, I understand that I may file a grievance using FAIHP				
Fresno American Indian Clubhouse procedures* if I feel these rights have been violated.				
Signature:	Date:			
	Date:			
Signature of <u>FAIC</u> staff	Date.			

^{*}The Grievance Policy and Comment Forms are available at the front desk upon request.

PERMISSION TO PHOTOGRAPH/VIDEO & PUBLICIZE

I hereby give permission to the Fresno America	can Indian Clubhouse to photograph my minor
student/child	at FAIHP events or at events the Clubhouse
attends and coordinates. I understand that phot	ographs or videos of them, or their drawings and
writings may appear in newspapers, magazines	, on television, video presentations, $\underline{FAIHP's}$ or
Fresno American Indian Clubhouse websites	and FAIC/FAIHP's publications.
I agree that I will not demand payment of any	kind in the event that my child's picture, video
voice, likeness, drawings or writings are used b	y FAIHP/ Fresno American Indian Clubhouse
to promote or publicize any of its programs or a	ctivities.
Signature of Parent or Legal Guardian	Date
Signature of Student/Child	Date

Fresno American Indian Health Project

Fresno American Indian Clubhouse

The <u>Fresno American Indian Clubhouse</u> is a valuable resource center that can be used to conduct job searches, research health related questions and academic assistance. However, to ensure that the computers/equipment remain in good condition the following guidelines must be followed and agreed upon:

- 1. All clients must sign in upon arrival.
- 2. Users may <u>only</u> use computers to: a) improve their opportunities for finding <u>employment</u>, i.e., conducting <u>job search</u>, <u>writing resume</u>, researching specific <u>occupation</u>, etc., b) access the internet to conduct research regarding <u>health related questions/issues</u>, c) research relating to academic improvement (<u>assignments</u>, academic tutorials, tests, etc.)
- 3. Do <u>not</u> download any sites, programs, games, music, etc.
- 4. Do <u>not</u> change the settings on computers for any reason.
- 5. No "ADULT CONTENT" websites may be accessed at any time in the Fresno American Indian Clubhouse.
- 6. Usage of staff phones and/or computers, unless authorized, is **prohibited**.
- 7. Do <u>not</u> use or install CD's, diskettes unless authorized. Virus check and technical support is provided by **Fresno American Indian Clubhouse.**
- 8. **NO** food or drinks may be near or on the computers, equipment, workstations.
- 9. In any event that there is a waiting list for computer use, you will be limited to **20 minutes** of use. Remember to always **LOG OFF**.
- 10. Tagging and defacing property will result in <u>termination</u> of your use of the <u>Fresno American</u> <u>Indian Clubhouse</u> program and services.
- 11. Any person using <u>foul language</u> and/or displaying rude or threatening behavior to other clients and staff will be dismissed immediately from <u>Fresno American Indian Clubhouse</u>.
- 12. <u>Fresno American Indian Clubhouse</u> materials (books, videos, etc.) may not be removed from the premises at any time.
- 13. <u>Clubhouse</u> members are to use computers, equipment, workstations, etc. <u>ONLY</u> when staff is present.
- 14. **NO** chat rooms shall be accessed at any time during usage of **FAIC/FAIHP** computers.
- 15. **E-mail** may **only** be accessed with staff approval.
- 16. <u>Fresno American Indian Clubhouse/FAIHP</u> is not responsible for any lost/misplaced or missing personal items.
- 17. Students are <u>not</u> to bring electronic devices (i-pods, mp3 players, mini radios, video games, etc.), cell phones and other materials unauthorized by **FAIC/FAIHP**.

Disregard of any of these guid	lelines may result in	your privileges	to the <u>Fr</u>	esno American	Indian
Clubhouse being revoked on	a temporary or per	<mark>manent</mark> basis. Ιι	ınderstand	d the above and a	gree to
the terms of use of all material	s, equipment and too	ols in the Fresno	America	n Indian Clubho	ouse.

Parent/Legal Guardian	Date
Student/Child	Date

Clubhouse Youth Ages 5-12

Rule	Consequence
 Hitting, Fighting, Bullying, Wrestling Any inappropriate physical contact 	 Verbal warning from staff Time-out and exclusion from activities Parents contacted for discussion Suspension
 Disrespectful behavior (talking back, inappropriate verbal remarks, etc.) Lying Disobedience to staff for any standard polices/rules and guidelines 	 Verbal warning from staff Time-out and exclusion from activities Parents contacted for discussion Suspension
Leaving premises without permission	 Verbal warning from staff Time-out and exclusion from activities Parents contacted for discussion Suspension
 Stealing Vandalizing (tagging, damaging or breaking property) 	 Parents contacted for discussion Suspension and/or reimbursement or property
Sexual misconduct	Parents contacted for discussionSuspension
Foul Language	 Verbal warning from staff Time-out and exclusion from activities Parents contacted for discussion Suspension
Possessing Weapons or disallowed items (knives, razors, blunt objects, etc.)	Parents contacted for discussionSuspension
Using or possessing drugs, alcohol, tobacco and other illegal substances	Parents contacted for discussionSuspension
 Misbehavior in vehicles Not listening or following instructions of driver/staff Refusing to wear seatbelt or safety belts Playing with radio/auto equipment Leaving trash in vehicle(s) 	 Verbal warning from staff Time-out and exclusion from activities Parents contacted for discussion Suspension
Not following <u>FAIC</u> policies, rules, procedures regarding computer use	 Verbal warning from staff Time-out and exclusion from activities Parents contacted for discussion Suspension

FAIC staff will determine length and severity of all suspensions. All suspensions will be followed by mandatory probationary period. **FAIC** staff will determine length and stipulations for the probation. I understand and agree to and abide by the FAIC rules:

Student/Child	Parent/Legal Guardian

Fresno American Indian Health Project

Fresno American Indian Clubhouse

Clubhouse Youth Ages 13-17

Rule	Consequence
Hitting	Verbal warning from staff
• Fighting	Parents contacted for discussion
Bullying	 Suspension
Wrestling	
Any inappropriate physical contact	
Disrespectful behavior (talking back,	Verbal warning from staff
inappropriate verbal remarks, etc.)	 Parents contacted for discussion
• Lying	• Suspension
 Disobedience to staff for any standard 	
polices/rules and guidelines	
 Leaving premises without permission 	 Verbal warning from staff
	 Parents contacted for discussion
	Suspension
• Stealing	 Parents contacted for discussion
 Vandalizing (tagging, damaging or 	 Suspension and/or reimbursement or property
breaking property)	
0 1 : 1 .	D
Sexual misconduct	Parents contacted for discussion
77.17	• Suspension
Foul Language	Verbal warning from staff
	Parents contacted for discussion
. D ' XX 1' 11 1'	• Suspension
Possessing Weapons or disallowed items (Imigas ranges blunt chiests etc.)	Parents contacted for discussion
(knives, razors, blunt objects, etc.)	• Suspension
 Using or possessing drugs, alcohol, tobacco and other illegal substances 	Parents contacted for discussion
	• Suspension
Misbehavior in vehicles Nat listening on following instructions of	Verbal warning from staffParents contacted for discussion
 Not listening or following instructions of driver/staff 	
Refusing to wear seatbelt or safety belts	• Suspension
 Refusing to wear seatbelt of safety belts Playing with radio/auto equipment 	
 Playing with radio/auto equipment Leaving trash in vehicle(s) 	
Not following FAIC policies, rules,	Verbal warning from staff
procedures regarding computer use	Parents contacted for discussion
procedures regarding computer use	Suspension
	- Suspension

FAIC staff will determine length and severity of all suspensions. All suspensions will be followed by mandatory probationary period. **FAIC** staff will determine length and stipulations for the probation. **I understand and agree to and abide by the FAIC rules:**

Student/Child	Parent/Legal Guardian