



**HOWARD  
CENTER**  
Help is here.

**Impaired Driver Rehabilitation Program (IDRP)  
Residential Weekend Option / Huntington VT  
(802) 488-6151  
Guide to Registration / Enrollment**

**OBJECTIVES OF THE Project CRASH Impaired Driver Rehabilitation Program:**

**(What you can expect from us.)**

- To provide education about alcohol and other drug use and its effects on you and your community.
- To provide you with the opportunity to examine risk in patterns of substance use, driving habits and other behaviors.
- Help developing a plausible maintenance strategy to lower risk for re-offending
- Guidance toward resources available to further assist you in making changes to lower your risk for problems related to substance use.
- Timely communication with State of Vermont Project CRASH Central Office regarding your status.
- Confidentiality.

**RULES AND REQUIREMENTS OF THE Project CRASH EDUCATION PROGRAM:**

**(What we expect from you.)**

- **Attend program alcohol and drug free.** Anyone suspected of using alcohol or other drugs during the weekend will be asked to leave. Re-registration is required. We reserve the right to mandate toxicology screenings (breath, urine or blood). Prescribed and over the counter medications need to be managed (as determined by the Weekend Facilitators).
- **Arrive promptly between 3:00-3:30 pm on Friday** afternoon to complete the Enrollment.
- **Attendees must remain on site for the entire weekend.**
- **Attend all sessions.** An absence during any part of the weekend will be considered a drop and result in dismissal from the course. Re-registration is required.
- **Punctuality:** Tardiness during the weekend may also result in dismissal from this course. Re-registration is required.
- **Active participation** (as determined by group leaders) is required.
- **A personalized change plan**, incorporating Weekend educational material, to avoid future occurrences of impaired driving will be developed and presented for review.
- **Confidentiality (what's said at the Weekend, stays at the weekend).**

The following completed documents are required to complete the Project CRASH Residential Weekend Program enrollment:

- Registration Form
- Release of Confidential Information Form
- Intake Questionnaire Form
- Physical Exam Form

To complete the enrollment, a Money Order payable to HOWARD Center in the amount of \$600.00 must be returned with the completed registration forms. The \$600 Fee includes payment for the CRASH Education Program, room, and meals for the weekend.

Registrations are considered in the order they are received. The weekend programs fill up quickly, so it is important to register as soon as possible (see schedule). If the Weekend you request fills prior to our receiving your registration, we will contact you regarding availability.

Each participant must have a routine physical examination within 6 months of attending the Weekend. We must have the attached Physical Exam Form, signed by your doctor, stating that you are medically cleared to participate in the program. The completed Physical Exam Form may be included with your packet, \*or brought with you when you check in on Friday. **Without this documentation, enrollment cannot be completed, and you will not be allowed to participate (NO EXCEPTIONS).**

**Additional Treatment Requirements:** Project CRASH requirements for reinstatement of the driving privilege may include additional counseling with a Licensed Alcohol/Drug Counselor (LADC). First Offenders mandated for additional treatment must complete a MINIMUM of 6 hours of counseling over a minimum of 4 weeks. Multiple Offenders are mandated to participate in counseling for a MINIMUM of six months and complete a minimum of 20 sessions. Counseling may begin prior to attending the Weekend. **Please note: If you are suspended for "Life" you are not eligible to attend the Weekend Program. Please call Project CRASH Central Office at (802) 651-1574 for more information.**

**Check-in:** Huntington Vermont at Sleepy Hollow Inn *between 3:00 and 3:30<sup>pm</sup>* on Friday.

- Rooms are shared.
- Participants are required to remain at the Inn throughout the entire weekend.
- The Program ends between 11:00<sup>am</sup> and Noon on Sunday.

**Confirmation:** Location details and Weekend itinerary are sent with a letter confirming registration.

**Refunds:** \$550 will be refunded when cancelations are made more than 4-weeks prior to the start date of the weekend for which you've registered. There are no refunds when cancelations are made less than 4-weeks prior to the start date of the weekend for which you've registered. You may re-register.

**Rescheduling / re-registration:** Cancelations within four-weeks of a scheduled weekend may reregister only after repayment of the room, meals and administrative portion of the fee (\$250 to Howard Center). A new confirmation will be sent when payment is received.

**Participants who fail to successfully complete** the CRASH Educational Program will not be refunded any monies. One may re-register for a second Weekend CRASH Program by notifying **HOWARD Center 802-488-6151**. Repayment of the room, meals and administrative charge (\$250) will be required for re-registration. Failure to satisfactorily complete the second CRASH Educational Program is required to register and pay the full amount for the Weekend (\$600).

Howard Center Project CRASH reserves the right, under certain circumstances, to decline requests for re-registration.

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**Check List of Items Needed to Complete the Registration and Enrollment Process**

1. \$600 Money Order payable to Howard Center
2. Completed Registration Form
3. Completed Release of Confidential Information Form
4. Completed Intake Questionnaire
5. Completed Physical Exam Form\*

**Items 1 – 4 must be received in advance to secure your Registration into a particular Weekend.**

**Item 5 must be received to complete the Enrollment. *[The completed Physical Exam Form may be included with your packet, \*or must be brought with you when you check in on Friday. **[Without this documentation, Enrollment cannot be completed, and you will not be allowed to participate (NO EXCEPTIONS).]*****

**Mail your completed Enrollment Forms to:**

Howard Center / Project CRASH /Weekend  
855 Pine Street  
Burlington VT 05401

**Please include a reliable return address and phone numbers. Thank you.**