



Venture Academy

Youth Counselling & Treatment Programs

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www.ventureacademy.ca

Dear Parent,

Thank you for taking the next step in order to access help for your child. The following information explains why we are asking you to fill out the application, what we do with the information once received, and how we use it to benefit your son or daughter.

These online forms include the **Program Application** form to be filled out by you and your spouse if applicable. It is used in order for us to determine admissions eligibility, gain an accurate understanding of historic behavioural patterns, current relevant issues and other clinically pertinent information regarding your family situation. The forms may be submitted electronically or printed and faxed or mailed to our head office.

The **Discovery Questionnaire** is to be filled out by your son or daughter if able and willing to do so. Your child may wish to have someone to go through it with him or her. The questionnaire is used in order for the Venture Academy assessment staff to understand your child's perspective and to empower him or her in contributing with the service planning process. The Discovery Questionnaire may be postponed for now if it is an obstacle to immediate placement. We'll have a Counsellor go through it with your child after admission.

The two combined documents make up Venture Academy's "Screening Assessment". Our Screening Assessment is a comprehensive tool that provides a format for assessing the youth applicant's strengths, needs, preferences, interests and abilities. The Screening Assessment is also a way to comprehensively collect clinically pertinent information while at the same time identifies the youth's individual characteristics and needs.

This information is not used to judge or label, but rather to gain an accurate understanding of your family's needs. This information is also helpful for Venture Academy Counsellors to apply individual approaches when establishing rapport and building relationships with new youth residents.

Once we receive the Screening Assessment, and have collected information ourselves through interaction and interviews with the youth and family, members of our Clinical Team review and interpret the data based on widely accepted clinical standards and practices. This results in an **Interpretive Summary** (for office use).

Part I of the Interpretive Summary is a focused gathering and evaluation of collected information that is utilized to integrate and interpret all history and assessment information collected and to give a brief overview of the case from Venture Academy's point of view. Venture Academy uses predetermined and considered clinical factors to give us an analytical framework in understanding how each identified issue contributes to the major difficulty(ies) experienced by the youth and/or family, and guides our directions for treatment planning.

Part II of the Interpretive Summary includes recommendations, the anticipated level of care, length and intensity of treatment, expected focus (goals), as well as routine procedures.

Venture Academy then considers our therapeutic objectives, identified behavioural indicators, the organization's resource structure, and gathered information from the Screening Assessment and resulting Interpretive Summary.

These components combine to form the initial basis upon which Venture Academy will establish goals and develop plans on how to achieve the identified goals, and determine overall service objectives and therapeutic plan with your child. The goals and plans are presented to you in a document called an **Individual Service Plan**.

The proposed Individual Service Plan guides Venture Academy's intervention methods and therapeutic approach with your child while in the program. The Service Plan is a fluid document and can be changed as need arises. The goals and plans are flexible and are worked on according to the current and most important presenting issues. For example, completed goal areas may be simply monitored while more urgent or even newly identified goals may be developed, other goals areas may even be replaced or dropped altogether due to newly discovered facts or previously non-disclosed information.

All submitted information is confidential, is treated as such and is handled with respect. Should you choose not to enrol your child in the program immediately upon completion and submission of the Program Application, the information is held for ninety days by Venture Academy and then destroyed.

Please contact Venture Academy if you have any questions.

Sincerely,

Gordon Hay

Agency Director,
Venture Academy

Privacy Statement:

Venture Academy affirms the right to privacy for all our clients. Upon receipt, the Program Application is held in confidence and only viewed by Venture Academy team members as applicable for screening, eligibility and assessment purposes. All Program Application information and any other submitted supporting documentation is held for ninety days then destroyed if the client has not enrolled in the program within ninety days of receipt of application.