

*A place
to be
in the middle
of the world
when life
doesn't suit life
when joy and sorrow
are out of balance
when people can scarcely
keep going...*

*A place to be
in the middle of the world*



EGGHOLT

Company profile

EGHOLT

et sted midt i verden

Company profile

....

*a meeting place
in the middle of the world
where cows are ruminating
in the fields
breathing in the snow
where hens are cackling
and trees whistling
where the elder blossoms
and the leaves are fading
with the daylight*

*a greenhouse in the world
where each and everyone
bears her own fruits
just in time
people bear sorrows
or fear
or happiness
as an apple tree bears apples
no one expects
it to bear fig*

*a castle in the world
bricks to be dropped
messes everywhere
wide gaps
on all sides
resistance
lost faces
joy that won't
catch on
bodies that won't
be touched
arms that cannot
do without other arms...*

*a breathing spot
in the middle of the world
living every single
day of your life
no more nor less
learning from the cows
the birds of heaven
the flowers of the fields
no worries
just having faith
being faithful to your own way
your deepest voice
your highest tone
anchored
to your place
in the middle of the world*

Bente Hansen

Company profile

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1 Guiding values

Working on the basis of Christian values and trying to meet people at their own level, we at Egholt practise values such as:

- humanistic attitude – we care about one another
- equality – we cooperate on your growth
- meaningfulness – your life has meaning for both yourself and others
- acceptance – you are who you are and I accept this and give you space
- freedom – you are responsible for your own life and can make your own choices and decisions

in the conviction that adherence to these values will enhance individual growth and enable every human being to live with dignity.

Company profile

2. Company profile

2.1 Company details

2.1.1. Name and address

Egholt
Næstvedvej 78
DK-4180 Sorø, Denmark
phone: +45 5760 8300
fax: +45 5763 8008
e-mail: adm@egholt.dk
web-site: www.egholt.dk

Municipality: Sorø Kommune
County: Vestsjællands Amt

2.1.2. Organisation

Egfond

Danish company registration no. (CVR-no.): 11565603
Fund registration no.: 13956
The Egfond was established in 1988 by Gerda and Axel Andersen, Solveig Horsted Andersen and Lars Egede Andersen.

The object of the Fund is to carry out social education for adults with mental disorders. The overall supervisory authority and control of the Fund lies with the county of Vestsjælland.

The Fund offers a day treatment programme and temporary or long-term residence in accordance with the regulations of the Danish Law of Public Services, sections 91 and 93.

The Fund is financed by clients' payments as well as other Fund activities.

Board of Directors

The Egfond is managed by a Board of Directors consisting of five members. The board appoints its own members, one of them among the staff. Members are appointed for a two-year period and can be re-appointed.

The annual meeting takes place before the end of May each year.

Management

Lars Egede Andersen and Solveig Horsted Andersen.

Authority

The County of Vestsjælland
Janne Kryger, phone +45 57 87 24 33

Number of clients

At present, Egholt houses a total of fourteen clients, ten at Næstvedvej 78 and four at Østervej 4, which is situated five kilometres from Egholt.

Target groups

1. Adults with mental, social, behavioural and/or learning disabilities.
2. Adults with specific mental disorders/conditions (such as psychotic conditions: schizophrenia, endogenous depression, autistic disorder, psychoses caused by drug/alcohol abuse), that may require cooperation with the public psychiatric system

Number of employees

We have the equivalent of sixteen full-time positions, filled by fifteen permanent staff.

Monthly fees

Day treatment programme	DKK 14,958 (EUR 2,137)
Rehabilitation programme	DKK 40.282 (EUR 5,754)
Total programme	DKK 55,240 (EUR 7,891)

Company profile

2.1.3 Social Education Programme

Day treatment programme

The clients participate in the day treatment programme from Monday to Friday from 8:30 am until 2:00 pm. There is a half-hour coffee break and a 45-minute lunch break. In addition to the twelve residential clients, we can offer treatment for two or three external clients.

The activities in the treatment programme are adjusted according to the needs, possibilities and skills of the individual client. The aim of our treatment programme is to give our clients the opportunity to discover their own skills and growth potential by integrating them into the work processes.

The contact between client and staff during these work processes is very important, and the situations between client and staff that may result from such contact are treated therapeutically.

Rehabilitation programme

Egholt's rehabilitation programme is a programme for those who take part in the day treatment programme.

Never closed

Egholt remains open 24 hours a day, 365 days a year.

2.1.4 Environment and transportation

You will find Egholt in the south western part of the county of Vestsjælland, on the main road from Sorø to Næstved, 6 km from Sorø and 5 km from Glumsø, close to the forest and with a beautiful view of the Suså Valley.

Egholt is an untraditional farm with three residential buildings totalling 720 square metres. The basement of one of the buildings is used as a canteen. Here you find a large kitchen and a dining room with a fireplace. Clients and staff gather here for coffee breaks and at lunch time.

Agriculture at Egholt is based on self-sufficiency with organic products. We produce seasonal fruits and vegetables, meat and eggs.

It is our wish to increase the awareness of clients and staff regarding the natural cycle of life.

All daily activities are concentrated on farming and gardening, including activities such as feeding and looking after the animals, tending and weeding the garden and gathering firewood in the woods.

In order to encourage our clients to go outside and enjoy nature, we have established paths in the woods, enabling us to take a walk and enjoy the sight of our free-range hens, pigs, goats, horses and cows – and to take a rest on our homemade benches.

Transportation

Bus no. 27 Kalundborg-Næstved passes Egholt and the train leaves every hour from Sorø to Copenhagen or Odense.

2.1.5 Residential units

Kavalérfløjen (Cavalier Wing)

This unit is shared by three residents. Each resident has his or her own room of ten to twelve square metres and shares the kitchen, bathroom and living room with the two other residents.

Røde Hus (Red House)

This unit is shared by five residents. Each resident disposes of his or her own ten to fifteen square metre room; the residents here share a kitchen, two bathrooms and a living room. In addition, Røde Hus also accommodates a therapy and massage room as well as staff offices.

Østervej 4

Our last residential unit opened in 2001. This unit is located five km from Egholt, close to the railway station, shops and the bus to Næstvedvej.

The unit has one self-contained flat and one shared flat with 3 rooms ranging from twelve to fifteen square metres, and shared bathroom, kitchen and living room. The garden adjacent is shared by all 4 residents.

2.2 Rehabilitation programme and target group

Authorization

The fund is authorized by the county of Vestsjælland to conduct a rehabilitation programme at Egholt located at Næstvedvej 78, DK-4180 Sorø, in accordance with the regulations of the Danish Law of Public Services, sections 94a, 91 and 93.

Egholt's rehabilitation programme has been approved to house twelve adults from the age of 18 years; ten of these can reside at Egholt and four at Østervej 4.

Company profile

Staff qualifications:

The staff consists of qualified personnel, mainly social educators (i.e. individuals with formal training in social pedagogy). In addition to two managers, Egholt employs seven social educators, one secretary, one deacon/male nurse, one farmer, one craftsman and one cook. Although the members of staff have widely varied backgrounds, emphasis is placed on social education skills.

External supervision is obligatory, and all staff have the possibility of participating in courses or training programmes.

The staff is continuously trained internally as well as externally. As far as external courses or training are concerned, the management considers requests from staff members on an individual basis. Under the supervision of our supervisor, organic psychotherapist Hans Bloch Jespersen, the staff is trained in environmental therapy a total of five or six days annually.

We work with and are trained in concepts such as reflection and containment and concentrate on personal development, which is considered to be an individual as well as a collective process.

Furthermore, external specialist lecturers are invited from time to time to train the staff on special subjects.

In February 2002, Sverker Belin, a Swedish psychologist and psychotherapist, conducted a course on the impact on staff of working with people with mentally ill and early wounded people.

In October 2002, Maiken Dumong, former leader of the institution Fasanmarken in Slagelse and now freelance supervisor, gave a course on autism and Asperger's syndrome.

Literature:

- Galskabens Magt (The Power of Madness) by Sverker Belin
- Galefyrsten (The Mad Prince) by Elgar Johnsson
- Den zebrastribede Puddelkerne (The Zebra Striped Poodle Core) by Barbro Sandin
- Childhood and Society by Erik H. Erikson

In addition to the supervision sessions for the entire staff group, arranged and supervised by Hans Bloch Jespersen, group sessions for the personal counsellors are arranged and supervised by Solveig Horsted Andersen, one of Egholt's two managers.

2.3 Egholt's social education

2.3.1. Introduction

The basis for the therapeutic work is formed by clients, staff and the environment here in the Suså Valley. A close contact between client and staff member is established through the shared participation in the daily activities. This contact leads to situations we may treat therapeutically.

Staff members are used by the clients as role models as well as security buffers that take care of, hold and endure. They also set boundaries and ensure an unambiguous and stable environment.

The staff receives continuous training in containment and reflection and in the processing of the transferences that occur during the day that, by "detoxification", may enhance awareness in both client and staff member.

Our goal is to ensure that each resident at Egholt is taken care of, shown tolerance and respect, given space and continuity and thus given the opportunity to develop self esteem and self awareness and to grow as a human being.

2.3.2. An ordinary working day

An ordinary day at Egholt is structured as follows:

Staff wakes the residents between 7:00 and 7:15 am.

The client whose turn it is to set the table that particular day sets the table, and in all units both clients and staff gather for breakfast at 7:30 am, where fresh baked rolls are served.

After breakfast the table is cleaned and the staff meet at 8:00 am to plan the activities for that particular day.

The day treatment programme consists of three modules (8:30 – 10:00 am, 10:30 – 12:00 am, 12:45 - 2:00 pm) with a break between each module, where both staff and clients gather in the canteen for coffee and a warm meal at lunch. The first module starts with a meeting for both clients and staff at 8:30 am, during which the clients are given their tasks.

Between 2:00 and 3:00 pm there is a break, and at 3:15 pm everybody meets again in the workshop for a coffee break.

In the afternoon there is time for other activities such as shopping, cleaning, sessions with the personal coach or recreation.

At 5:30 pm each unit makes supper, and after supper and dishes the evening is free to be used for personal activities, sessions with the personal coach, watching TV or small talk in the living room.

From 11:00 pm the two managers, who have their private residence at Egholt, are on night duty.

An ordinary weekend or holiday at Egholt is structured as follows:

Residents get up and eat breakfast by themselves. Staff says good morning to all residents before 10:00 am. Before noon the residents have the opportunity to help feeding the animals.

Depending on their schedule, the residents are free to decide what time they would like to have lunch and whether they would like to enjoy lunch in their own unit or with the others.

Company profile

Requests may be made by the residents to participate in either planned or spontaneous activities during the weekend/holiday such as going to the movies or visiting a market.

In contrast to a normal working day, residents and staff eat a warm meal together at supper. Every unit has a schedule showing which resident assists with preparing supper and setting the table.

Depending on the clients' wishes, supper is prepared and eaten in either their own unit or together with clients of another unit.

One of the staff members has night duty Friday and Saturday nights and spends the night at Egholt. Weekends and holidays are also days on which our residents have time to visit family and friends.

2.3.3 Nourishment and hygiene

We encourage that residence at Egholt takes place in a nice and clean environment based on daily routines as far as meals and cleaning are concerned.

Meals

On ordinary working days, the residents have breakfast and supper in their own units. The canteen takes care of coffee and fruit at 10:00 am and a warm lunch at noon.

In the weekends and on holidays all the meals are taken in the units.

Sometimes the unit eats on its own, other times we invite clients from the other units and share duties and cost. Sometimes we also gather in the workshop to eat a meal together.

Afternoon tea or coffee is served in the workshop or – in the summer – on the veranda.

Each unit manages its own food budget, assisted by a staff member. The staff member also encourages our clients to prepare nutritionally balanced food and assists the unit in composing its own menu.

Canteen and nutritional policy

We aim to make our residents aware of the importance of a nutritionally balanced diet, distributed among a number of smaller meals during the day. A course has been held for staff and residents about the importance of a mixture of carbohydrates, proteins and fats in each meal. The products used in our canteen are 75% organic at this time. We attach great importance to our meals being appetizing and presentable. The canteen primarily uses seasonal fruits and vegetables, and we aim to use as many homemade or home cooked products as possible. We try to be as self-sufficient as possible.

Shared duties

All residents share in the responsibility to ensure that their unit is functioning well. The residents have various duties such as setting the table, daily vacuum cleaning, emptying the garbage can, taking care of flowers and kitchen laundry and shopping twice a week. These duties are scheduled on a timetable. The residents receive individual support from the staff when executing these duties, depending on their skills and needs.

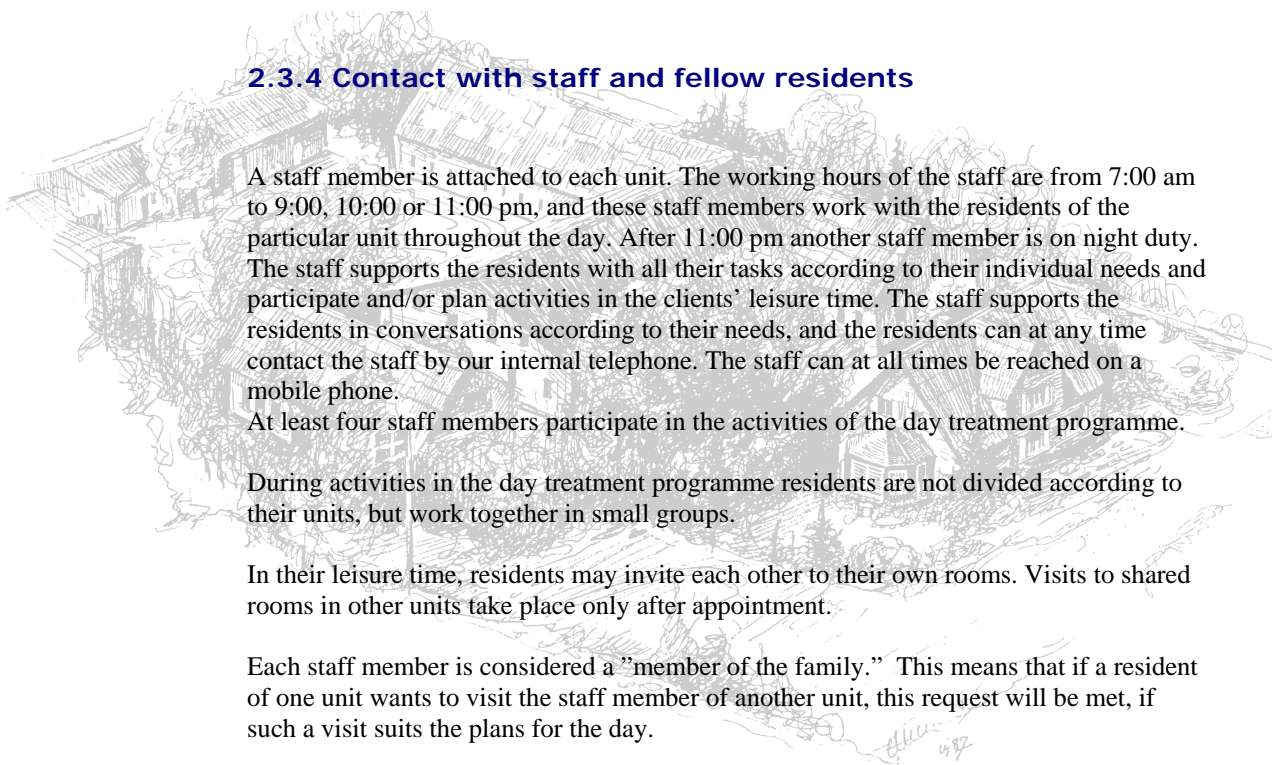
Every Wednesday, each unit holds a meeting; an agenda is followed and minutes are taken. All residents are required to attend these meetings.

Once a month a communal meeting for all units is held in the workshop.

Once a month, there is a meeting of the "Board of Residents", consisting of a representative and a staff member from each unit. At this meeting practical issues as well as major purchases such as furniture or kitchen accessories are dealt with.

Residents and staff can also make suggestions for improvements or requests for purchases and submit these to the board of residents.

2.3.4 Contact with staff and fellow residents



A staff member is attached to each unit. The working hours of the staff are from 7:00 am to 9:00, 10:00 or 11:00 pm, and these staff members work with the residents of the particular unit throughout the day. After 11:00 pm another staff member is on night duty. The staff supports the residents with all their tasks according to their individual needs and participate and/or plan activities in the clients' leisure time. The staff supports the residents in conversations according to their needs, and the residents can at any time contact the staff by our internal telephone. The staff can at all times be reached on a mobile phone.

At least four staff members participate in the activities of the day treatment programme.

During activities in the day treatment programme residents are not divided according to their units, but work together in small groups.

In their leisure time, residents may invite each other to their own rooms. Visits to shared rooms in other units take place only after appointment.

Each staff member is considered a "member of the family." This means that if a resident of one unit wants to visit the staff member of another unit, this request will be met, if such a visit suits the plans for the day.

2.3.5 Conflict management and procedures in crisis situations

Fortunately, conflicts rarely result in physical confrontation; in our opinion, this is due to the fact that:

- the staff is trained in being clear and distinctive in their contact with the residents.
- through the long duration of the programme, we know our residents very well.
- supported by supervision and colleagues, we aim to address each human being respectfully and with tolerance, even in fear provoking situations. We consider conflicts to be a possibility for growth.

Company profile

In the event that a staff member feels threatened or considers a situation to be out of control, the other staff members are expected to support their colleague with their assistance and assessment of the situation.

If the conflict persists, the staff will call for external help, such as management, medical emergency service or police.

The decision as to which procedure or course of action is to be followed lies with the management, not with the individual staff member.

2.3.6 Miscellaneous

Happy hours

- Residents meet in the living room to share a cup of coffee or to watch TV.
- Daily afternoon coffee/tea in the workshop.
- Breakfast and supper
- Trips to various places (the woods and the beach, to the movies, a visit to the local gas station, visiting fairs and markets and so on).

Degree of freedom

- We impress on our residents that they have the same choices as every other adult. However, for the purposes of security in the units, we would like the residents to tell us where they are going and when they expect to be back.
- Residents are allowed to drink a few glasses of alcohol on the night before a holiday.
- On the other hand, illegal drugs of any kind are forbidden.
- Residents are welcome to invite guests, family and friends as well as fellow residents.
- However, we recommend that guests spend the night only during weekends or holidays.

Planning

- Each year, management schedules all forthcoming activities such as staff training, holidays, annual trip abroad, major meetings and happenings on a calendar.

Holidays

Each year, Egholt goes on a trip abroad with all residents and staff members for a period of 7 to 10 days. All residents have a special account on which to save money for this trip. Every month a certain amount is transferred to this account. Annual skiing holidays are also arranged for those residents who are interested. Residents draw on their special account to pay for this trip.

Traditions and rituals

- 
- The birthdays of our clients are celebrated during the coffee break with songs and presents. We prepare a special birthday meal, the menu of which is chosen by the client. It is up to the client him/herself whether or not other guests should be invited in the evening.
 - Egholt always holds a farewell party for a resident who is leaving us.
 - In February, we celebrate the Shrovetide festival according to Danish tradition with a barrel filled with candy that the players try to smash.
 - Egfond's annual meeting.
 - We celebrate Midsummer Eve with a barbeque, songs and a huge bonfire. Residents, staff and friends of the house are invited this evening.
 - An annual canoeing trip on Suså River.
 - An annual trip to the Tivoli Amusement Park in Copenhagen.
 - We participate in the annual ecologic harvest fair.
 - We participate in events arranged by other communities.
 - Every year in September we participate in the "Sankt Hans" sports event, arranged by the Sankt Hans Psychiatric Hospital in Roskilde
 - We hold a festival every year in week 33.
 - Christmas lunches are held separately for residents, staff and the board of directors.
 - We celebrate Christmas Eve with Christian traditions.
 - We celebrate New Years Eve, where residents, staff and friends of the house are invited.

Company profile

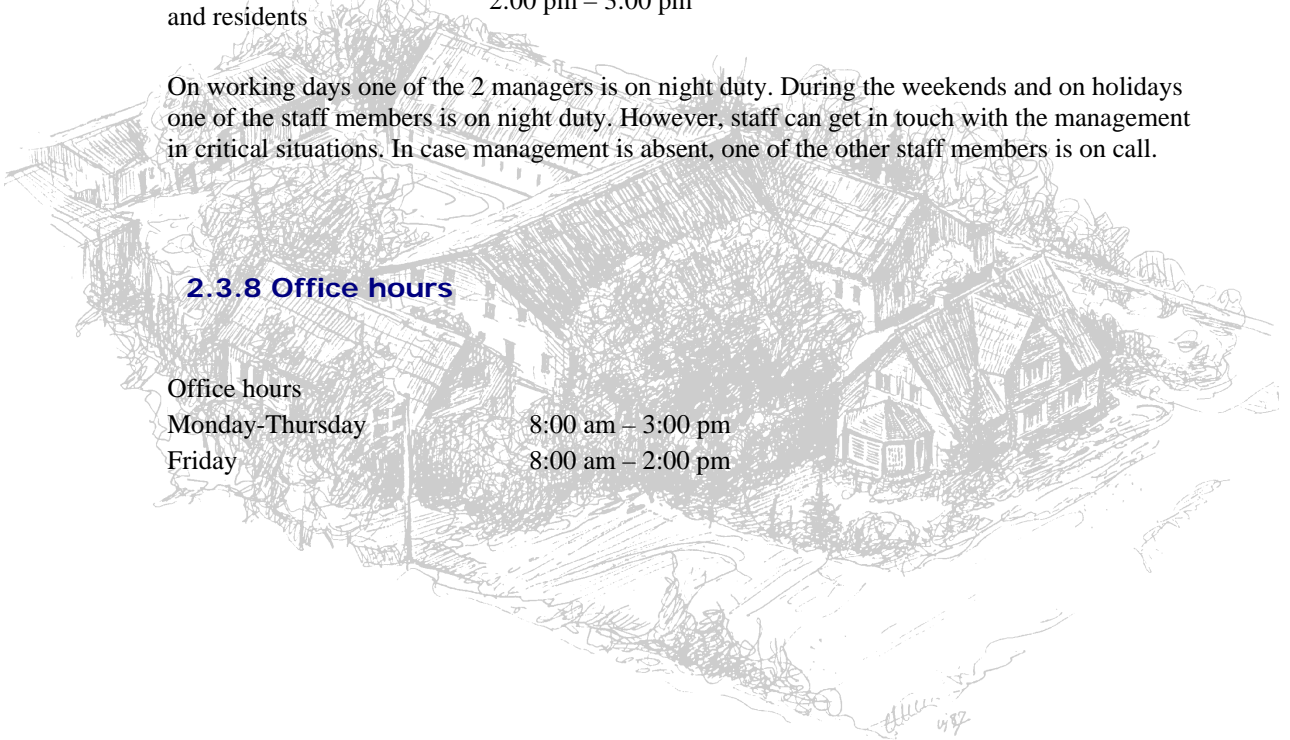
2.3.7 Working hours of the staff

Working hours of the staff	7:00 am – 10:00 pm	1 person
	7:00 am – 11:00 pm	1 person
	7:00 am – 9:00 pm	1 person
	8:00 am – 2:00 pm	3 persons
Resting period for both staff and residents	2:00 pm – 3:00 pm	

On working days one of the 2 managers is on night duty. During the weekends and on holidays one of the staff members is on night duty. However, staff can get in touch with the management in critical situations. In case management is absent, one of the other staff members is on call.

2.3.8 Office hours

Office hours	
Monday-Thursday	8:00 am – 3:00 pm
Friday	8:00 am – 2:00 pm



2.4 Case procedure

2.4.1 Reference and pre-contact

When a vacancy is coming up, we contact the social workers at the municipality offices and psychiatric hospitals and centres either by phone or by circular letter. When social workers request further information, they are referred to our homepage www.egholt.dk.

2.4.2 Visitation

When an application on behalf of a possible new resident is received, we require written documentation on the client's present situation, results of psychological tests, information on family background and medical records, if available.

If we believe that the client will fit in with the residents of the particular unit, we agree upon a meeting with the client, his or her social worker and personal counsellor. At this meeting the client is informed about the conditions of Egholt. Furthermore, the client will be interviewed. After the meeting, the participants are given a tour of the grounds. In order to be approved as a resident at Egholt, the client has to be able to take part in the day treatment programme, supported by the staff, and he or she has to be able to get along with the other residents.

After this visit both parties take a few days to consider their decision and when both are positive, we agree upon a date when the actual move will take place, sometimes following another visit. Meanwhile management deals with the municipalities regarding contract, moving in, fees and any special measures.

2.4.3 Introduction procedure to the rehabilitation programme

Introduction

We have a fixed procedure for introducing a new client to the rehabilitation programme. As soon as the visitation period is finished and the contract between the municipalities and Egholt has been signed by both parties, the introductory period begins. A date for the move is agreed upon and any practical issues that may occur in connection with moving in and the furnishing of the room are solved.

Company profile

Moving day

When a new resident moves in, the personal counsellor will be present to welcome him or her and to be an anchor throughout the day. The counsellor helps the new resident unpack and furnish the room and is at his or her disposal on issues like information and counselling. The resident receives a leaflet with relevant information about the programmes and is introduced to his or her fellow residents and the staff members that are at work on that particular day.

The next few days

During the following week the new resident will meet the other staff members. In order to enable the resident to cope with the new and unknown situation, he or she will be closely followed by the staff during the introductory period. During this period the day often ends with an evaluation of the day.

In the course of the first week the resident and his or her counsellor will have their first interview. During this interview practical issues are agreed upon, and resident and counsellor start to get to know each other. During these first interviews great importance is attached to the well-being and thoughts of the resident in connection with moving to a new place.

The new resident will be encouraged to be part of the unit by taking part in the shared tasks and will be supported by the staff in entering into relations with the other residents.

During activities in the day treatment programme, the new resident can be accompanied by a staff member until he or she feels secure. In this period the new resident is given the opportunity to try different activities/tasks in the community. The special interests and requests of the resident will be met to the extent that this is possible.

First status meeting

The first meeting with the municipalities (and psychiatric centre, if necessary) is arranged after 3 months. During this meeting the first 3 months are evaluated and goals for the resident are described or re-adjusted. In general, this meeting marks the transition from introduction phase to the adaptation and stabilization phases.

2.4.4 Adaptation and stabilization

Clients' influence regarding choices, decisions and responsibility

Counselling

The resident and his or her counsellor hold a meeting at least once a month. A report of this meeting is written down and signed by both resident and counsellor and will be discussed at the next staff meeting. The resident receives a copy of the report, which will also be accessible to all staff members.

Subjects during this interview may include:

- The client's well-being (his or her relationship with fellow residents, family, staff, tasks, conflicts in the community)
- Leisure time
- Physical/mental condition
- Financial matters
- Needs of support

This is in accordance with management instructions for counselling.

Weekly meeting in the units

Once a week, each unit holds a meeting. During this meeting residents are informed about the main issues discussed during the staff meeting. Furthermore, current issues such as the well-being of the client and shared tasks in the unit are discussed. The menu for the weekend is made and the household cash situation is discussed.

Communal meeting

A meeting is held once a month with residents from Kavalersfløjen and Røde Hus. During this meeting issues concerning well-being and cooperation between these two units are discussed. The staff supports the residents in stating their problems and/or making suggestions.

Dialogues

Either a resident or a staff member may initiate dialogues on a special subject. Dialogue is an important tool in our therapeutic work.

Meeting with municipalities

Twice a year, the resident, management and the personal counsellor(s) meet with the social worker of the municipalities involved, the psychiatrist and other relevant partners.

The status report, which has been discussed with and signed by the resident and sent to all participants before the meeting takes place, forms the basis for this meeting. This procedure follows management regulations for status reports.

Company profile

Involvement of family and social network

Based on the fact that the residents are adults, family and other networks are involved only in so far as the resident agrees to this. The resident and his or her personal counsellor agree upon the limits of such an involvement.

In cases where the residents go through difficult processes involving such events as the parents' separation, we involve the parents in order to be able to support the resident as much as possible during this period, though only to the extent that both resident and parents concede.

Obligatory cooperation with social worker and other professional networks

According to the contract between Egholt and the responsible municipalities, both parties are obliged to participate in status meetings. Furthermore the responsible municipalities are obliged to deal with the casework for the duration of the client's stay at Egholt.

The community cooperates both with a senior psychiatrist and the local psychiatric centres.

Structure of meetings

- Management holds a 2-hour weekly meeting. They discuss managerial issues and prepare for the next staff meeting. An agenda is made and minutes are recorded; these are accessible to staff members.
- There is a 3 hour staff meeting every week. An agenda is made; staff may submit items for the agenda. Minutes of the meeting are taken.
- The entire staff is supervised for three hours every four weeks by our supervisor. Staff is supervised on issues that concern cooperative, professional or personal matters.
- Internal group sessions with staff members are held every 8 weeks with focus on counselling residents.
- Status meetings are held as described above.
- We arrange conferences as required, for instance to focus on a certain case, cooperation, the course of a particular mental disorder, future treatment possibilities etc.
- The staff has an annual human resource development session with management, minutes of these sessions are taken.
- A residents' meeting is held once a month. The board of residents focuses on the well-being of the units as far as practical issues are concerned (the purchase of furniture, accessories and maintenance).
- An agricultural meeting is arranged every fortnight. Activities in our day treatment programme are planned during this meeting and issues concerning agriculture, garden and woods are taken care of according to the season.
- Kitchen meetings are planned as the need arises. Issues like nutrition, organic products as well as the environment in kitchen and canteen are discussed.
- Morning staff meetings. Staff members at work meet in the office every day from 8 – 8:30 am. The journal is read and with regard to appointments in the calendar, tasks for the day treatment programme are planned.

Feedback and evaluation from interested parties during the course of the programme

- Evaluation of the programme takes place at two annual status meetings as well as by telephone.
- Feedback at staff meetings on counselling sessions.
- Counsellors often participate in consultations at the psychiatric centres, and in this way they are the link between the psychiatrist, the resident and the staff of the community.
- During our monthly supervision we get feedback on our therapeutic and educational work with the rehabilitation programme, which is also evaluated.
- As mentioned above, an annual session is held with focus on HR development. During this session the employee gets feedback on his or her work, and personal and professional areas to be developed are discussed. Minutes of these sessions are recorded.



Company profile

2.4.5 Termination of a treatment programme

Notice for the termination of a treatment programme is 3 months as of the first of the month, unless a contract with a new resident has been entered into.

When both parties have agreed upon termination of the programme, a final status or evaluation meeting is arranged with both social worker and resident.

A farewell dinner party for the resident is arranged. All fellow residents, staff members and close family are invited to this party.

Upon request, the resident can get practical help to move his or her belongings.

Unless an agreement has been made to the contrary, the resident will be accompanied to his or her new residence.

