



Dear client:

To ensure the completeness and accuracy of your evaluation, it is necessary that we gather as much relevant information as possible. To assist us in this task please complete the attached questionnaire, client rights and responsibilities and the separate Driver Risk Inventory answer sheet, as completely and honestly as possible. Failure to completely answer all of the questions will result in your not being accepted for enrollment in the DUI Program. You may be contacted to return to re-take the Driver Risk Inventory Questionnaire if the results indicate an *“invalid test”* for one of several reasons: reading impairment; emotional stress; trying too hard; or guessing, when there are no “good” or “bad” answers; or, providing false information.

The DUI Program will not discuss your file or attendance with parents, spouses, children or attorneys. **You** must ask questions *in person*. No specific information can be given out by telephone.

Thank you for your cooperation,

Bridgeway Center, Inc.
Driving Schools

9. Have you ever had a seizure? Yes No Explain: _____
 Do you have diabetes? Yes No Explain: _____
 Do you have a heart condition? Yes No Explain: _____
 Do you have any allergies that may result in an emergency (foods or medications)?
 Yes No Explain: _____
 Do you have any other medical problems that may result in an emergency situation?
 Yes No Explain: _____

10. **Including this arrest**, I have been arrested a total of _____ times in my **lifetime**.
 The number of arrests/tickets where alcohol was involved is _____
 The number of arrests where *no* alcohol was involved is _____
 The number of arrests/tickets where prescriptions, drugs, or substances *other than alcohol* was involved in my life is _____
 The number of arrests for Driving Under the Influence (DUI, DWI, OWI, DWAI, BUI) of alcohol or other drugs/substances is _____
 My age at my first arrest/ticket was _____
 My age at my first alcohol-related/substance-related arrest/ticket was _____

11. Please list the dates (month/year) of your arrests and the charges in your lifetime in all states, not just Florida. List all arrests including this arrest and those reduced to a lesser charge (indicate if case was dismissed or charges were dropped):

12. I began drinking alcohol – in mixed drinks/beer/wine* at age _____.
 (* Does not include wine in religious services *)

13. Did you ever feel that you might have a drinking problem? Yes No
 Did you ever feel that you might have a problem with drugs? Yes No

14. Have you ever been to counseling/treatment for any drinking-related or substance abuse problem? Yes No

If yes, when? _____

Who did you receive help from? (Check all boxes that apply)

- Family Doctor
- Alcoholics Anonymous
- Narcotics Anonymous
- Friend
- Psychiatrist
- Rational Recovery
- Church/Clergy
- Therapist

Community Agency (specify) _____

Other Source of Help (specify) _____

15. The following questions apply to the arrest/conviction/reason that brought you to the Bridgeway Center, Inc. Driving Schools DUI Program for enrollment:

Why did the arresting office suspect you were intoxicated or impaired?
(Examples: weaving, speeding, asleep at the wheel, DUI checkpoint, crash...)

My breath alcohol/blood alcohol test results were _____ (or) Refusal

List # (or) Circle

If you refused the breath test or blood test, why did you refuse?

Before you were arrested for DUI, had you consumed any alcohol, even non-alcoholic (N.A.) beer/wine, or had you taken any medication or any other type of substances? Yes No

Please answer the following:

- a) How much had you consumed/taken? _____
- b) What kind of drinks, medication or substances did you consume or take?

- c) Over what period of time? _____
- d) Were you taking any kind of medication? Yes No
- e) Do you think that the combination affected your driving? Yes No

At the time of your arrest, did you believe you were able to safely operate a motor vehicle?

- Yes No

At the time of your arrest, could you feel the effects of the alcohol and/or drugs?

- Yes No

I have driven _____ times in the last year after consuming alcoholic drinks, but still felt able to drive safely home.

- There was a crash/accident (or) There was not a crash/accident involved in this arrest.

16. How much responsibility do you feel you should take for the events that led to this DUI arrest?

- No responsibility at all
- Little responsibility
- Some of the responsibility
- Most of the responsibility
- All of the responsibility

17. Do you think it was fair for you to be arrested for this DUI?

- Not fair at all
- Slightly fair
- Somewhat fair
- Mostly fair
- Entirely fair

18. My license at the time was valid (or) suspended (or) revoked.

19. My license has been or has *never* been – suspended/revoked in the past.

Number of times suspended/revoked: _____

Reason: _____

20. I regard myself as (please check one):

- a social drinker
- a moderate drinker
- a heavy drinker
- a somewhat heavy drinker
- an occasional drinker
- other _____

21. I am always able (or) I am not always able to control my drinking and my actions when drinking.

22. As a result of this arrest, my license has been suspended for _____ months/years (please circle the correct time frame – months or years).

These answers have been completed by



 Print name here

On _____

Month Day Year

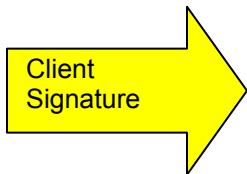
If an Interpreter or Reader was used to assist with asking and answering these questions, the Person who assisted with the Folder will sign below.

Interpreter or Reader Printed Name

Interpreter or Reader Signature

AFTER COMPLETING, PLEASE GO BACK TO THE START AND MAKE SURE THAT **ALL** QUESTIONS ARE ANSWERED COMPLETELY.

THE INFORMATION I HAVE PROVIDED IS TRUE AND CORRECT.



Client Signature

Client Signature

Date

Driving Schools Representative

Date



Bridgeway Center, Inc.

DRIVING SCHOOLS

DUI SCHOOL REGISTRATION

YOU MUST HAVE ALL OF THE FOLLOWING TO REGISTER FOR DUI CLASSES

Pre-registration available online @ www.safedriveschools.org

Effective 9/1/09	Level I	\$240.00 cash, money order, or credit card
Effective 10/1/09	Level I	\$245.00 cash, money order, or credit card

For students who have had only one DUI arrest in their lifetime

Effective 9/1/09	Level II	\$365.00 cash, money order, or credit card
Effective 10/1/09	Level II	\$375.00 cash, money order, or credit card

Any student who has had more than one DUI arrest or has previously attended DUI School at anytime, in any state, in their lifetime.

DHSMV Administrative Rule 15A-10.025 – Level II course – (2) – “Attendance shall be determined (a) if the person has previously attended the Level I class or (b) has been convicted two or more times of an offense requiring program attendance. (c) If attending pre-conviction status, attendance at Level II will be made if Level I has already been completed. (d) If a client is convicted of another offense while attending the Level I program, he/she must complete both the Level I and the Level II program before receiving a certificate of compliance”.

Ticket
DUI or BUI Probable Cause Documentation Affidavit
Court Order/Probation Order

These are all available at the **Clerk of Court** in the county in which you were arrested.

NOTE: if you were arrested in Walton County request your **“Arrest Packet”**. **When obtaining your packet, please make sure two-sided forms are copied correctly** for out-of-county/out-of-state-arrests, you may have the Clerk of Court fax/mail (at their discretion) the information directly to Bridgeway Center, Inc. Driving Schools

Photo ID (Military ID or Driver’s License)

Driving record (Per DHSMV requirements, if you have not had a Florida driver’s license for a minimum of 5 years or more, you must provide a driving record for all the states you have previously been licensed). You can obtain an official driving record by contacting Dept. of Motor Vehicles in the State in which you were licensed.

Make sure you take a copy of your enrollment form to your Probation Officer.

YOU MUST EITHER LIVE OR WORK IN OKALOOSA OR WALTON COUNTY TO ATTEND DUI SCHOOL IN FORT WALTON BEACH OR CRESTVIEW (i.e. if you live and work in Santa Rosa County you must receive a transfer from Lakeview Center in order to attend Bridgeway Center’s DUI School)

Bridgeway Center, Inc.
137 Hospital Drive (North Entrance)
Fort Walton Beach, FL 32548
Phone: (850) 833-7474 Fax: (850) 833- 9150

Bridgeway Center, Inc.
351 N. Ferdon Blvd.
Crestview, FL 32536-2727
Phone: (850) 689-7938 Fax: (850) 689-7834

Registration hours (allow 1 HOUR to register):
Monday – Friday
8AM – 4PM

Registration hours (allow 1 HOUR to register):
Monday - Friday
8AM – 11AM & 1PM – 4PM

If you have any questions, feel free to call. After 5:00 PM or on weekends and holidays please leave a message and we will return your call promptly the following business day.

Driving Schools

Service Policies & Client Responsibilities

Service Policies & Client Responsibilities

As a client of Bridgeway Center, Inc., you are entitled:

1. To be treated courteously, with dignity and respect.
2. To be given essential information about:
 - a. The person(s) responsible for your services, their professional qualifications and their specific qualifications to provide the services you receive.
 - b. The results of your evaluation.
 - c. If referred for counseling, the list of approved treatment providers; you will be free to choose one of the providers on the list.
3. To refuse service at any time without penalty. However, if you have been ordered to service by the court or law enforcement, you will be informed of the consequences of your refusal.
4. To have all service kept confidential, within the law. The law requires that if you are in clear and imminent danger of suicide or a threat to others, your counselor must communicate with the proper authorities and individuals. Bridgeway Center DRIVING SCHOOLS must surrender with or without your consent, records lawfully requested. Under the law, certain Department of Children and Families authorities have the right to check Bridgeway Center records.
5. To be informed of your rights and responsibilities, assistance to reasonably exercise your rights, and to use our complaint/appeal system for the resolution of conflicts. Please ask anyone at Bridgeway for a list and description of your rights. We have, also, located copies of the Department of Children and Families poster entitled "Know Your Rights" throughout our facilities. Bridgeway will be responsive to your concerns; please help us by completing our satisfaction surveys when asked to do so.

A few of your responsibilities as a client include:

(You have to be honest with us and follow our rules, and we expect you to participate in services.)

1. Open and honest communications with the Bridgeway Associates serving you.
2. Completing the schedule you have been assigned or calling and rescheduling within the specified time frame.
3. Pay any additional fees you incur at the time they are requested.

Daniel Cobbs, MPA, CHE
 Chief Executive Officer

HIV Policy Statement

(HIV/AIDS affects the body's ability to fight off infections. Because alcoholics and addicts may be involved in casual sex or share needles, they are more likely to have HIV/AIDS. Recent weight loss, tired easily, short of breath, body aches or having sores are all symptoms of HIV/AIDS. If you are shooting drugs, you should stop immediately and complete treatment. We can evaluate you and if you have a contagious disease, and if you want us to, we will help you find counseling or treatment for that disease. We will not discriminate against you or refuse you treatment because of any contagious disease.)

As client of Bridgeway Center, Inc., you must understand that Bridgeway accepts and will not discriminate against HIV Positive persons for mental health and alcohol/drug abuse treatment and will not discriminate against employees or in its hiring practices against a HIV positive person.

Any knowledge of the presence of the virus will be handled with confidentiality in accordance with federal and state laws and to the degree clinically practical. You will have the opportunity to ask questions regarding these issues and HIV-related risks involved.

You must understand that infringement of program rules, i.e., sex on premises, drugs on premises and violent behavior, can place you at risk for infection from communicable diseases to include hepatitis, gonorrhea, syphilis or HIV. NOTE: There are two recommended sources for assistance and information outside of Bridgeway Center: (1) AIDS HOTLINE 1-800-FLA-AIDS and (2) Department of Children and Families County Public Health Units which provide confidential and anonymous testing, and who also distribute AZT, a life prolonging drug.

Complaint/Grievance System

If any issue is not satisfactorily resolved or explained, you may address your concerns to management staff:

Program Manager (833-7474 x 203)
 Quality Performance Services Program Director (833-7540)

2

Chief Executive Officer (833-7500)

Any issue submitted in writing will be responded to in writing within 5 business days. This process does not supersede the right of a patient to file a complaint with external agencies such as:

Depart. Of Children & Families Program Office (850) 595-8385

Upon request, DRIVING SCHOOLS staff will assist clients with contacting the external agency of their choice. It is the intent of the DRIVING SCHOOLS to provide quality and caring services; the complaint system is designed to further this objective. Please share with us any issue that you feel is contrary to this goal.

Confidentiality Issues

Records may not be disclosed without the written consent of the client to whom they pertain except under the following conditions.

- a. To medical personnel in an emergency;
- b. To the other service provider personnel only if such personnel need to know the information in order to carry out duties relating to the provision of services;
- c. To the secretary of the department or his/her designee, for purposes of scientific research, in accordance with federal confidentiality regulations, but only upon agreement in writing that the patient's name and other identifying information will not be disclosed;
- d. During the course of review of records on DRIVING SCHOOLS property by persons who are performing an audit or evaluation on behalf of any federal, state, or local government agency, or third-party payer providing finan-

cial assistance or reimbursement to Bridgeway Center, Inc.;

e. Upon court order based on application showing good cause for disclosure;

f. Restrictions do not apply to communications between DRIVING SCHOOLS staff and law enforcement officers which;

- (1) are directly related to a patient's commission of a crime on Bridgeway Center property or against staff or to a threat to commit such a crime; and
- (2) Are limited to the circumstances of the incident

g. Restrictions on disclosure and use do not apply to the reporting of incidents of suspected child abuse and neglect or abuse of an elderly or disabled adult to the appropriate state and local authorities as required by law.

h. Any answer to a request for a disclosure of patient records, which is not permissible under Ch. 397.501 Florida Statute, or under the appropriate federal regulations, must be made in a way that will not affirmatively reveal that an identified individual has been, or is being diagnosed or treated for substance abuse. This does not restrict a disclosure that a patient is not and never has been a patient.

Medical Emergencies

In case of an emergency, staff is trained to function as First Responders. This means that appropriate basic first aid (to include CPR) will be administered upon the discovery of a medical emergency.

DRIVING SCHOOLS Representative

Date

Client Signature