



Engedi Refuge Referral Guide

Dear Survivor Advocate:

You are receiving a copy of this Guide because you have been identified as an individual or agency who may be in the role of identifying victims of sex-trafficking and working with those individuals to secure appropriate services for them.

This Guide is intended to get you acquainted with Engedi Refuge, give you an overview of our services and provide you with instructions for placing a survivor of sex-trafficking with our agency. We hope that by providing this Guide we can assist you in your work and facilitate the best possible care for survivors. Should you have questions at any time, please do not hesitate to call our Learning Center and speak to any one of our staff members.

Lea Newcomb
Co-Founder & Director of Operations



Program Summary

Engedi Refuge is a place of safety and healing for adult, female victims of sex trafficking and survivors of prostitution. We provide a long-term, residential program that is comprehensive and therapeutic. This involves safe housing, and classroom curriculums and individual counseling that are trauma informed and survivor involved. It is designed to empower survivors to have the best possible chance to permanently remove themselves from exploitation, and experience a healthy and fulfilling life.

Though located in Washington State, Engedi receives referrals from across the United States. Our residential program opened in March of 2013, and has successfully helped roughly 90% of our clients permanently avoid re-exploitation.

Engedi Refuge is a faith-inspired, Christian organization, but we do not expect anyone we serve to share our faith, and we are careful to never coerce anyone into religious beliefs or activities beyond their will and desire.

"The Spirit of the Lord...has sent me to bind up the brokenhearted, to proclaim freedom to the captives..."

ISAIAH 61:1



Screening Your Candidate

Question: Has your client self-identified as a prostituted woman? Are you trying to determine if she has been trafficked? Please use this screening tool in your evaluation.

The following questions have been adapted from the NYCTAP Screening Tool and may serve as a guide to assessing if an individual may be a victim of domestic sex trafficking. Multiple affirmative responses could indicate the presence of trafficking or prostitution.

- Y | N Has anyone you ever worked for made you a promise of the type of work you would be doing, but that promise turned out to be untrue?
- Y | N Has anyone ever taken and kept your identification, or provided you with alternative identification that was false?
- Y | N Have you ever worked for, or lived with, anyone in the U.S. who instructed you to lie about your age or the type of work that you did?
- Y | N Have you ever worked without getting the payment you expected?
- Y | N Have you ever been punished for not making a certain amount of money? (beaten, isolated, or deprived of basic needs)
- Y | N Has anyone you ever worked for or lived with been responsible for your food? (deciding if you could eat, how much food, or what kind of food)
- Y | N Has anyone you ever lived with or worked for controlled when you could sleep?
- Y | N Have you ever lived in or worked at a place where the doors and windows were locked and you were restricted from leaving when you wanted?
- Y | N Has anyone you ever worked for or lived with denied your contact with family, friends or others?
- Y | N Has anyone you ever worked for or lived with taken and kept money that was yours in exchange for food, transportation, rent, clothing, or beauty treatments?
- Y | N Have you ever lived with or worked for someone where you felt that if you wanted to leave that situation, you or someone you care about, would be in danger?
- Y | N Have you ever received anything of value in exchange for any activity involving sexual contact? (money, housing, food, gifts, drugs etc.)
- Y | N Were you under the age of 18 when this activity occurred?
- Y | N Did this work include any of the following: escort service, strip club dancer, massage parlor, phone sex, or anything similar?



—▶ **Process for Referring a Client**

- On the “I Need Help” page of our website, there is a video interviewing residents and staff about what it is like coming to Engedi Refuge. Please review this video with your client as it may help with the decision process.
- Complete the resident referral application and fax or email it to Engedi.
- Arrange for the client to call our Director of Client Support Services (Hana) or our Director of Operations (Lea) for a phone interview. The client will also talk with our on staff Trauma Therapist (Carma) to do a mental health assessment, and with our Addictions Counselor (Sharon) to do an addiction assessment.
- The Engedi staff will process the application and assess the client’s compatibility with our program.
- This process may take up to a week. If a bed is not available, the client will be put on a wait list.

—▶ **Preparing for Intake:**

- Please provide any Alcohol & Drug assessments or Psych assessments that the client may have.
- If the client has an open court case or is on probation, please make available documentation and contact information of officers, social workers or other personnel involved so we can facilitate a smooth transition.
- If possible, please send the client with a month’s worth of any medications as it may take that long to get a doctor’s appointment.
- If the client is traveling by airplane, please have her fly into the Bellingham airport. If she is traveling by bus, please have her go to the Bellingham bus station. An Engedi staff person will pick her up.
- We encourage you to provide an open ended ticket, in the event this program is not for her and she needs to return.
- **The client is allowed to bring two suitcases or bags.**
- Email a copy of her ticket / itinerary and a recent photo to: hana@engedirefuge.com



—▶ **Upon Arrival at Engedi:**

- If arriving between the hours of 9am and 3pm, she will be brought to the Learning Center. If she arrives after 3pm she will go directly to Engedi House.
- She will have the opportunity to shower, change into fresh clothes while a staff person checks her bags for unapproved items (which will be removed and kept in a safe place). Her clothes may be laundered or put through the dryer in keeping with our bed bug protocol.
- She will be escorted to her room and given time to settle in.
- She will be expected to come to the Learning Center the next day to finish the intake process, meet the rest of the staff, get a tour of the facility and sit in on any classes that may be in process.
- If she is in need of detoxing from drugs, we may choose to take her directly to our local detox center.



Engedi Refuge Program Structure

Board of Directors: Our volunteer advisory board consists of local donors, activists and professionals dedicated to keeping Engedi healthy, successful and on point with our mission.

Staff Members: Every staff member has a unique and vital role at Engedi. They are trained in trauma sensitivity and bring a high level of knowledge, experience and compassion to the team. Current positions include: Executive Director, Director of Operations, Director of Client Support Services, Client Support Advocate, Addictions Counselor, Trauma Therapist, Classroom Facilitator & Admin. Assistant, Safe-House Manager, and Transitional House Monitor.

Volunteers: Our trained volunteers serve in various capacities as: Transportation Drivers, Classroom Assistants, Clinical Counselors, Bookkeeper, and Mentors.

Engedi is 'Program Centric' and utilizes proven methods and components such as:

Trauma Focused Therapy - Weekly support groups and individual therapy sessions.

Classroom Activities:

- ◊ Interpersonal & Relational Life Skills
- ◊ Addiction Education & Relapse Prevention
- ◊ Co-Dependency
- ◊ Employment Readiness
- ◊ Spiritual Awakenings
- ◊ Art & Equine Therapy
- ◊ Peer Mentoring
- ◊ Nutrition & Physical Fitness

Rules & Expectations:

- ◊ We only establish rules that promote safety, and that we're willing to uphold.
- ◊ We strive for fairness at all times, while respecting everyone's individuality.
- ◊ When rules are broken we strive to have an appropriate response to the client that promotes a renewed commitment to their program, and adequately protects the other clients. Finding meaningful motivation for each client to go as far as they can in their recovery program is a high priority for us.
- ◊ Flexibility is a high value in our program as we are working with people who are struggling with many internal challenges, and need every chance to experience safety and success.



Engedi Values and Principles

Empowerment:

We teach women tools to help them live independent lives free from exploitation and addictive behaviors. We guide, but don't decide. We help residents set their own goals and achievement steps as we listen, validate and challenge their choices when appropriate.

Safety:

Every aspect of our program promotes their physical and emotional well-being. We maintain confidentiality and use HIPAA, ROI, and ROT protocols. We implement a security system at the safe-house, and require non-disclosure agreements with every resident and volunteer that has access

Compassion:

Our primary motivation for this work is compassion and healthy empathy which guides every aspect of this ministry.

Unity:

Our staff works as a team with lots of clear communication regarding each resident, as we collaborate to serve the individuals and maximize their program experience.

Survivor Involved:

Former-Engedi residents have a vital role in mentoring new program participants.

Faith:

Vibrant Christian faith is vital for our staff and directors, and inspires our commitment to the people we serve. It is not a requirement for anyone we serve, and we never coerce religious beliefs or activities on our residents.

Healthy Leadership:

We encourage and accommodate healthy mental and spiritual self-care for our staff and volunteers. We provide plenty of time off for our high-intensity positions, and do regular check-ins with our staff.

Financial Accountability:

We strive for a high level of financial stewardship and exercise accountability to our board of directors, professional accountants and we are certified every year with the ECFA.

Honor & Appreciation:

We work hard to honor and thank our staff, volunteers and donors with cards and lots of attention. For us, gratefulness is an important value.

Collaboration:

We enjoy being part of a network of service agencies that are addressing the needs of human trafficking victims across WA State, and our nation. Engedi Refuge has been instrumental in developing an inter-state alliance of responders and care-providers in the U.S. We are grateful for everyone's efforts to protect and provide for trafficking victims, and we are committed to effective collaboration.



Engedi Resident Restrictions

New program participants will be on an initial 30 day restriction

- Contact with people outside of Engedi Refuge is limited to one approved, safe person.
- No cell phone usage, no internet usage.
- No walks off the property, no outings unless accompanied by Engedi Staff/Volunteer
- Complete orientation package

After one month up to 90 days:

- You may request a dinner pass with a volunteer or an approved companion for one evening a week during the 4:00 to 8:00 time frame but not on a Tues or Thurs night. Make your request to Hana at the LC. (a week is defined as Mon -Sun)
- Landline phone privileges will be added – with safe people, not from “the life”. Confirm with the House Manager and/or Hana who makes that list.
- Fri/Sat curfew is 11 pm. Sunday curfew is 4 pm allowing for time to do the weekend chores.
- You may go on an outing with a volunteer or an approved companion. Bring your request to Hana.
- All of these added privileges may be revoked for infractions of guidelines.
- There will be no last minute requests. All requests must be planned a week in advance.

After 90 days: (With the approval of the House Manager)

- You may earn an overnight pass on a Friday or Saturday night with an approved companion (locally only) for once in a given month. This may not be used in the same week as an outing or dinner pass.
- You may be allowed walks alone based on your progress within the program

After 120 Days: (With the approval of the House Manager)

- You may earn a weekend pass to go off campus, alone or with a friend, from Friday after classes are over to 4 pm Sunday. It must be with an approved person (s). This may not be used in the same week as an outing or dinner pass. Only one request per month.

During Phase One there is no email, Facebook, cell phone or internet allowed. These are necessary safety precautions for our residents. These are privileges that may be earned in Phase Two on an individual basis. A drug test will be done after an outing with a non-Engedi visitor or after an overnight outing. If you own a car, you will not be able to use it while living at the Phase One house. It will be stored at the Learning Center.

**If a resident experiences a relapse, they will re-start the initial restriction process.

Required Activities at Engedi House:

- Attend two evening recovery meetings a week
- Monday through Friday attendance at the Learning Center
- Participation in house chores and meal preparation



Engedi House Rules & Expectations

Engedi House is dedicated to the safety of every program participant, and these rules and expectations apply to all residents. Violations will be handled with sensitivity, patience and respect in the hopes of forming heartfelt compliance from each participant. However, violations that compromise the safety and security of others may result in the immediate removal of that resident.

1. No drugs: Possession of drugs or alcohol of any kind will not be permitted under any circumstances. This includes possession of drug related paraphernalia and photos or reading material that glorify the use of illegal substances.
2. No sexual contact: Every program participant is here trying to heal from some form of sexual abuse or exploitation. Engedi House is a safe place, free from sexual pressure. Everyone is expected to do their part it keeping it that way.
3. No physical or verbal violence: Physical assaults will result in immediate expulsion from the program. Verbal abuse to others in the program or to staff will result in a written warning or dismissal from the program. Property destruction will not be tolerated.
4. No unsafe people are allowed in the house. Residents are trusted with the confidentiality of the Engedi House location. Disclosure of the Engedi House location, or inviting an unknown person, or anyone associated with sex trafficking in any way, into the home will result in immediate expulsion from the program.
5. Communication safety is very important. During Phase 1, residents are required to refrain from using email, their personal cell phone, Facebook or other social media platforms. These are necessary safety precautions for our residents.
6. Cleaning assignments: Every resident is expected to do their part in maintaining a clean and orderly home environment, and participate in weekly household chores.
7. Suitable clothing is required in the house. Participants are asked to cover themselves modestly in the common areas.
8. All prescription medications and over the counter meds & supplements must be kept safely in the House Manager's office.
9. No visitors are allowed at Engedi House without the express permission and foreknowledge of Engedi staff.
10. All outings with visitors must be approved by the House Manager and Engedi staff, and arrangements made in advance.
11. House Meetings: Every resident is an important member of the community living at Engedi House, and is required to participate in the weekly 'house meeting'.
12. Personal Space: Residents are required to manage their rooms and possessions well. Weekly room inspections are expected.
13. Smoking and vaping is allowed in outside areas only. Smoking inside or rolling your own cigarettes is not allowed.
14. Sobriety is vital for every resident's success in the program. There will be random drug and alcohol tests, and testing will be done after a resident has returned from an overnight visit or other extended time away.
15. Leaving & Luggage: When a participant is asked to leave the program or chooses to leave the program, she is responsible for packing and moving her own belongings. If the participant leaves without her belongings, the room will be packed for her. Arrangements will have to be made to pick up the belongings. Anything not picked up after 2 weeks will be disposed of.
16. Fair Treatment & Safety: Every resident is empowered and encouraged to care for her own safety and well-being. Every resident has access to a common emergency phone at Engedi House with which to call local authorities (911) or members of the Engedi staff at any time. If a resident feels she has been treated unfairly in the program, she may discuss it at any time with staff members.
17. Personal Vehicles: Any resident that comes with their own vehicle will be required to refrain from using it for their own transportation, and it can be stored safely at the Engedi Learning Center until the end of their Phase 1 program.



Program Curriculum Summary

The Engedi Learning Center (ELC) is a unique environment which provides each resident with a variety of programs to learn the personal skills required to re-engage in a restorative life, free from the effects of sexual exploitation. The program at ELC is a 1 ½ yr – three phase program as outlined below. The ELC operates Monday through Friday. A resident is only asked to commit to Phase One upon entering the program.

By focusing on life skills, addiction issues, personal development and trauma counseling, our participants will be able to take control of their own lives, to realize their personal worth and to transfer the new skills and self-esteem to their daily lives, thereby promoting commitment to healthy living free from exploitation.

Phase One – Life Skills Foundations (approx. 6 months)

1. Interpersonal and Relational Life Skills; topics include:
Boundaries Goal Setting Self-Defense Building Trust
Safe People Love Languages Conflict Resolution Anger Management Communication/Feedback
Overcoming Insecurities Intimacy Needs Healthy Relationships Values Fear Being a Woman of Value
Chaos Listening Skills Masks Stress Release Exercises / Nutrition
2. Addiction Education & Relapse Prevention:
 - Substance Abuse Management, Program Regeneration Workbook.
3. Co-Dependency:
 - Resources from Pat Springle & Melodie Beattie.
4. Employment Readiness:
 - Teaching Employment Groups Curriculum.
5. Peer Mentoring:
 - Meet weekly with a survivor mentor who has been clean and sober and off the streets, who has been through sexual abuse/exploitation and can give practical guidance, advice and encouragement on how to STAY clean and sober, off the streets and away from exploitation
6. Counseling/Therapy
 - One on One therapy with a licensed therapist once a week using the Trauma Focused Cognitive Behavioral Therapy.
7. Spiritual Awakenings:
 - Introduction to the Christian faith and topical discussions on spiritual realities.
8. Equine Therapy:
 - Two Mondays a month Horsemanship and special therapeutic lessons. (From April to October)
9. Art & Crafts
 - Therapeutic expression through many different art mediums
10. Case Management:
 - Assisting residents in gaining access to medical & DSHS services, health insurance & future housing opportunities and assisting in any ongoing legal issues.
11. Psycho-Ed. & Support Group:
 - Normalizing trauma through talking about how our bodies respond to trauma through a psychological perspective, educational in nature with some processing.



Phase Two – Vocational Foundations (approx. 4 months)

Assessing individual education levels and setting continuing educational goals & implementing the process; attain GED if needed, or seek part time employment.

- Personal Finance & Budgeting Class & Financial Literacy
- Personal development plans & Career goal setting
- Employment Preparation
- Level 2 Co-dependency & Addiction Education
- One on One Mentoring
- Trauma Therapy
- Spiritual Discovery

Phase Three – Spiritual Foundations (approx. 8 months)

Maintaining a healthy life without the addictions and entanglements of the past. Developing a solid spiritual foundation from a Christian perspective. Through the following studies:

- Father Heart of God book study by Floyd McClung
- Praying with Women of the Bible book study by Kathleen Kennedy
- Secrets of the Vine book study by Bruce Wilkinson
- Mingling of the Souls book study by Matt Chandler

For those reuniting with their children:

- Getting to the Heart of Parenting DVD/book study by Paul Tripp
- You will be continuing the Spiritual Discovery study
- Learning to be a Peer Mentor to those in Phase One