



**MAAC DRIVING UNDER THE INFLUENCE PROGRAM  
RULES AND REGULATIONS**

**1355 Third Avenue  
Chula Vista, Ca 91911  
(619) 409-1780**

I, \_\_\_\_\_ hereby agree to comply with MAAC DUIP rules and regulations as indicated below.

1. Leave of Absence requests are done by appointment only (**at least 10 days before**) **DOCUMENTATION MUST BE PROVIDED AT THE TIME OF THE REQUEST**; the arrears must be paid prior to authorizing the LOA. A Leave of Absence will be granted for:
  - a. Military Personnel whose orders or responsibilities require an extended absence.
  - b. Participants whose work requires travel outside the city/county.
  - c. Participants who are absent due to an illness or medical treatment or that of a family member.
  - d. Participants who are incarcerated or participating in a residential alcoholism or drug abuse recovery program.
  - e. Participants who cannot participate in the program due to an extreme personal hardship or family emergency.
  - f. Participants who have requested a leave of absence for vacation. A leave of absence shall be granted only if the participant has made up all absences and paid all outstanding fees, prior to the leave of absence.

Time missed while on leave of absence shall not be counted as time in program.

2. Transfer-Out requests to another DUI Program with-in- the State of California. Are done by appointment only.
3. To abide by the dress code as follows:
  - a. Present a neatly dressed appearance.
  - b. Dress in a manner that is appropriate to the agency and program.
  - c. Maintain body cleanliness.

Refrain from:

- a. Wearing short shorts, short skirts or bathing suits.
  - b. Wearing see-through shirts or blouses.
  - c. Wearing shirts with logos that relate to alcohol or drugs.
  - d. Reporting to the program bare chested or bare footed.
4. There is a **ZERO TOLERANCE** on arriving late to Group, Education or Face to Face appointments. **NOTE:** a late arrival is defined as anytime beyond the regular Schedule starting time.
5. No Cell Phones are allowed in groups, education classes and hallways.
6. Food or Drinks are not allowed in Groups Rooms or Education Classes. (**Bottle water only**)
7. Do not attend program services or activities or be on the DUI Program premises while under the influence of any amount of alcohol or drugs. (*Submit to a breathalyzer test or drug test if required*)
8. No weapons allowed on MAAC DUI Program Premises.

9. Fee assessment appointments may be requested if experiencing a Financial Hardship. You will be required to present documentation to verify income. Such documentation must be provided to the MAAC DUI Financial Department at the time of your appointment.
10. To qualify for a reduced fee option, you **MUST PROVIDE** documentation that indicates the income level according to County Welfare Department Standards.

**UNIT OF SERVICE COSTS**

**FCP/MCP**

<b>Intake/Enrollment</b> <i>(includes State and County fees)</i>	<b>\$135</b> <i>(non-refundable fee)</i>
<b>Face-to-Face Interviews</b>	<b>\$28</b>
<b>Alcohol Assessment</b>	<b>\$30</b>
<b>Group Sessions</b>	<b>\$19</b>
<b>Education Sessions</b>	<b>\$16</b>
<b>Re-Entry Groups</b>	<b>\$16</b>
<b>Re-Entry Face-to-Face</b>	<b>\$50</b>

**Additional charges will be assessed for the following:**

<b>Late Fee</b>	<b>\$35</b>
<b>Missed Activity</b>	<b>\$35</b>
<b>Reinstatement Fee</b>	<b>\$60</b>
<b>Transfer out/in</b>	<b>\$65</b>
<b>Leave of Absence Fee</b>	<b>\$55</b>
<b>Returned Check Fee</b>	<b>\$35</b>

11. The MAAC DUI Program is required by Federal and State laws to protect your rights to privacy and confidentiality while enrolled in the program. All information collected during the entire duration of your participation in the MAAC DUI Program is confidential.
12. Sexual Contact shall be prohibited between participants and the program staff, including members of the Board of Directors. The policy shall remain in effect a minimum (6) months after a participant is discharged from services, or a staff member terminates employment.
13. I \_\_\_\_\_ am aware that I need to provide MAAC Program my **CA Driver's License/CA Identification or "X" number** within 30 days of enrollment.

Participant signature: \_\_\_\_\_ Date: \_\_\_\_\_

Program Staff signature: \_\_\_\_\_ Date: \_\_\_\_\_