

**SUNRISE DETOXIFICATION CENTER PATIENT VALUABLE INVENTORY**  
**NO CASH IS TO BE STORED IN THIS ENVELOPE**

Patient Name \_\_\_\_\_

Room &amp; Bed \_\_\_\_\_

Admit Date \_\_\_\_\_

D/C Date \_\_\_\_\_

MR \_\_\_\_\_

**CHECK IN INVENTORY**

Item Description				
<input type="checkbox"/> Wallet	<input type="checkbox"/> Driver License	State _____	<input type="checkbox"/> Computer**	
<input type="checkbox"/> Visa Card	( )	<input type="checkbox"/> Cell Phone	Model _____	<input type="checkbox"/> DVD Player**
<input type="checkbox"/> Master Card	( )			<input type="checkbox"/> CD Player**
<input type="checkbox"/> AM EX Card	( )	<input type="checkbox"/> Watch * Band Color _____ Body Color _____		<input type="checkbox"/> Lg Radio**
<input type="checkbox"/> Discover	( )	Band Type _____ Face Color _____		
<input type="checkbox"/> Ins Card		<input type="checkbox"/> Necklace * Gold Tone _____ Silver Tone _____		
<input type="checkbox"/> Ck Book		Rope Type _____ Chain Type _____ Other Type _____		
<input type="checkbox"/> SS Card		Pendent _____		
<input type="checkbox"/> _____		<input type="checkbox"/> Bracelet * Gold Tone _____ Silver Tone _____ Charms(s) _____		
<input type="checkbox"/> _____		Rope Type _____ Chain Type _____ Other Type _____		
<input type="checkbox"/> _____		<input type="checkbox"/> Ring * Gold Tone _____ Silver Tone _____		
		Stone Color _____		

Patient Signature - Admission \_\_\_\_\_

SDC Recipient Signature \_\_\_\_\_

**CHECK OUT RECORD**

Date	Checked Out By	Item Description	Date Returned	Patient Initial

The above items collected at time of admissions by Sunrise Detoxification Center have been returned to me satisfactory condition upon my discharge.

Patient Signature - Discharge \_\_\_\_\_ Date \_\_\_\_\_

SDC Staff Discharge Signature \_\_\_\_\_ Date \_\_\_\_\_

Valuable items like cellphones, chains, electronics, jewelry and cash will be placed in a locked safe which counselors will only have access to.

Items indicated by an asterisk (\*) will be placed in a cash envelope (form 0031 Jewelry Envelope - Ofc Man - Red) then placed in the Drop Safe during off hours. During normal business hours the envelope will be hand delivered to the Office Manager or designee. Items indicated by two asterisks (\*\*) will be stored in the designated secure electronics storage area.