

# The *BERGEN* *County* Smart Book



**“Your Re-Entry Road Map”**

Revised 2015  
*by*  
The New Jersey Department of Corrections  
Office of Transitional Services

## Quick Reference: Useful Numbers and Hotlines

<b>American Friends Service Committee Prisoner's Resource Center</b>	1-973-643-2205
<b>CDC National STD and AIDS Hotlines</b>	
Spanish:	1-800-344-7432
English:	1-800-227-8922
<b>Addictions Hotline of NJ</b>	1-800-238-2333
<b>Alcoholics Anonymous</b>	1-800-245-1377
<b>Division of Disability Services (DDS)</b>	1-888-285-3036
<b>Division of Child Protection &amp; Permanency</b>	1-800-792-8610
<b>Hyacinth AIDS Foundation</b>	1-800-433-0254
<b>Legal Services of New Jersey</b>	1-888-576-5529
<b>NJ Motor Vehicle Commission</b>	
Driver's License Suspension Hotline	1-609-292-7500
Main Information	1-888-486-3339
<b>Narcotics Anonymous of NJ</b>	1-800-992-0401
<b>National Suicide Crisis Hotline</b>	1-800-784-2433
<b>New Jersey AIDS STD Hotline (Beth Israel)</b>	1-800-624-2377
<b>2-1-1 First Call For Help</b>	2-1-1/
Se habla español or toll free	1-800-331-7272
<b>Bergen County One Stop</b>	
Hackensack	201-329-9600
<b>Social Security Office</b>	1-800-772-1213
<b>Statewide Domestic Violence Hotline (Woman's Space, Inc.)</b>	
Bilingual and TTY accessible	1-800-572-7233

# The Bergen County Smart Book

<u>Table of Contents</u>	<u>Page #</u>
<b>The Start of a New Beginning:</b>	
<b>How to Use this Book</b>	5
<b>Getting Started:</b>	
<b>I.D. and Other Documents</b>	6
A. Social Security Card	6
B. Birth Certificate	7
C. County I.D.	8
D. Driver's License	8
E. Non-driver's State I.D.	11
F. Certificates of Naturalization or Citizenship	11
G. Alien Registration Card ("Green Card")	11
H. Military Discharge Papers	12
I. Passport	12
J. NJDOC Release Papers and Temporary ID Card	13
<b>First Steps After Release:</b>	
<b>Where Do I Go to Find</b>	13
A. First Stops	14
B. Shelter	14
C. Food/Clothing	14
D. Transportation	16
E. Money: FS/GA	17
F. Veterans Benefits	18
<b>Taking Care of Yourself:</b>	19
<b>Getting Support</b>	
<b>Taking Care of Yourself:</b>	
<b>Health Care Resources</b>	20
A. Health Care Benefits: Am I Eligible?	20
B. General Health Care Providers	21
C. Services for People with HIV/AIDS	22
D. Services for People with Tuberculosis or Hepatitis C	22
E. Dental Care	23
F. Substance Abuse Resources/Mental Health	23
G. Emergency Mental Health Services	26
H. Free/Low Cost Eyeglasses	27

<b>Finding a Job: Employment Assistance and Training Programs</b>	
A. Things to Know Before You Start Your Job Search	27 28
B. Help with Job Search and Job Training Resources	29
C. Legal Restrictions on Employment and Protection Against Discrimination	30
D. Benefits for Employers Who Hire People with Criminal Records	31
E. Opening a Checking or Savings Account	31
F. Public Libraries	31
<b>Reconnecting With Family</b>	36
A. Family Counseling Resources	37
B. Child Custody and Visitation	37
C. Getting and Paying Child Support	38
D. Domestic Violence Resources	39
<b>Getting More Education</b>	40
A. High School and GED	40
B. GED Classes	41
C. Higher Education	41
<b>Other Things You Need to Know</b>	42
A. Getting Legal Assistance	42
B. Checking and Correcting Your Criminal Record (“rap sheet”)	42
C. Expungement: Cleaning Up Your Criminal Record	43
D. Checking and Correcting Your Credit Record	43
E. Voting Rights	44
F. Registration of Sexual Offenders (Megan’s Law)	45
<b>The Game Plan:</b>	<b>46</b>
<b>Your First Weeks Out</b>	<b>47</b>
<b>Other Things I Need to Do</b>	<b>48</b>
<b>ID Document Checklist</b>	<b>49</b>
<b>My Contacts and Phone Numbers</b>	<b>49</b>

## The Start of a New Beginning:

### How to use this book

This book is intended to prepare you for your arrival home and reintegration back into society. In order to make the transition smoother for you a list of resources have been compiled along with a list of necessary items you will find that are essential to your success. This book focuses on the first few weeks and months of your arrival home and assisting you on managing the transition. Although not every resource available to you will be found in here, there are many that will help to guide your journey.

**Unless a fee or charge is listed, all of the services and resources listed here are free.**

Each section of this book is categorized by items that you will need in order to find employment, return to school, and to obtain identification. It will also provide addresses, websites, phone numbers, and general tips on how to acquire that particular service. You can use the table of contents to easily identify what service you require, and follow instructions as to how to contact providers.

**FYI:** *\*\*Please feel free to utilize your social services department for assistance in contacting an agency or inquiring information about a service found in this book. There are some services that may be free to you that you can contact through your social services department before making an out-of-pocket expense.*

There are things that can be completed prior to release from prison. Two things specifically are requesting a duplicate Social Security card for **FREE** and applying for a birth certificate for a **fee**. Please contact your social worker six months prior to release to apply for these items. By doing this while still in custody, you are taking a large step towards making your transition back into the community easier for you. Provided both documents are processed successfully, you will have two necessary forms of identification made available to you the day you are released. This will speed up the process of finding employment.

You will not find every service or organization in **Bergen County** in this book, however there will be many to help you begin. Also, the organizations that are listed may be able to offer additional resources to you. For current information as services change procedure and/or cost please visit [www.njsuccess.org](http://www.njsuccess.org). *You may able to visit your local library to get free internet access, see page 32.*

## **Getting Started: Identification (I.D.) and Other Documents**

In order to apply for employment, rent an apartment, apply for general assistance, food stamps, or Medicaid, proper identification will be required. The more identification you have in your possession, the easier it will be for you to obtain these services. Certain items can be obtained while you are still incarcerated. Ask your social worker for assistance, and for the remainder, this book will point you in the right direction.

**FYI:** In order to obtain identification, various agencies will require proof of address. It is smart to keep bills in your name or official documents that have your name and address for further verification of your address.



### **A. Social Security Card**

If at all possible, apply for a duplicate social security card with your social worker six months prior to release. If for some reason this is not possible or your application has been denied, you will need to visit your closest Social Security Office to apply. The following offices are the local branches in Bergen County. Please find which office is closest to your residence.

#### **Social Security Administration**

Social Security  
Continental Plaza 2<sup>nd</sup> Floor  
401 Hackensack Avenue  
Hackensack, NJ 07601

#### **Office hours Monday- Friday 9:00am-3:00pm**

Phone numbers:  
Toll Free 1-800-772-1213  
TTY- 1-800-325-0778

If you choose to visit your local office to apply you will need to fill out the application at the office. You will need to show proof of identification. Prison release papers count as proof of identification. Also, use your NJDOC Temporary ID card.

To save time you can download the application online ([www.ssa.gov/replace\\_sscard.html](http://www.ssa.gov/replace_sscard.html)).



## B. Birth Certificate

The office of Vital Statistics in the New Jersey Department of Health and Senior Services has all the New Jersey birth, marriage, and death records. The fee is **\$25.00**. However, depending upon where you were born in Bergen County, you may be able to apply for a birth certificate for a lesser fee.

**New Jersey Department of Health and Senior Services**  
Bureau of Vital Statistics and Registration  
P.O. Box 370  
Trenton, NJ 08625-0370

### Contact information for the NJ Bureau of Vital Statistics and Registration:

1-609-292-4087  
1-866-649-8726 (toll-free nationwide)

**FYI:** You are able to apply for a birth certificate while you are still in custody and have six months left prior to release. Please see your social worker to do so.

If you were born in the following towns, you may go to your registrar's office and apply for a birth certificate at the cost listed below.

<u>Town/ Address</u>	<u>Phone Number</u>	<u>Fee</u>
Englewood Department of Health 73 S. Van Brunt Street Englewood NJ 07631	201-871-6502	\$15
Hackensack Dept Of Health 215 State Street Hackensack NJ 07601	201-646-3965	\$15
Paramus Board of Health 1 Jockish Square Paramus NJ 07652	201-265-2100 x755	\$15

Village of Ridgewood Health Dept. 131 N. Maple Ave Ridgewood, NJ 07450	201-670-5500	\$25
Health Department 93 Market Street Saddle Brook NJ 07663	201-587-2900	\$5
Teaneck Township 818 Teaneck Road Teaneck NJ 07666	201-837-4820	\$20
Wyckoff Township Municipal Clerk Scott Plaza Memorial Town Hall Wyckoff NJ 07481	201-891-7000 x102	\$20

\* Fees as of April 2011

### C. County I.D.

**FYI:** Due to Homeland Security stringent guidelines, Bergen County no longer issues county identification cards effective January 1, 2010.

### D. Driver's License



Once you are released from prison, you can go to the Motor Vehicle Commission (MVC) to get a new driver's license, replace a lost one, or renew a card that has expired. If you believe that your license has been suspended, you should confirm this and figure out what you need to do to get it back. If you were convicted of any kind of drug offense, your license has been suspended.

**Prior to your release**, you can get a copy of your driver's license record, which is called an "abstract." Please contact your social worker if you are interested in obtaining an abstract. **The fee for an abstract is \$15.00**

**Upon your release**, you can go to the MVC offices in Bergen County (listed below) or a Regional Service Center to request a driver's abstract. If you have internet access, you can also request an abstract online at [WWW.STATE.NJ.US/MVC](http://WWW.STATE.NJ.US/MVC). You will still have to pay **\$15.00**. If your license was suspended for six months or more because of a drug conviction, the period of the suspension will begin from the time of your release. Other kinds of suspension, such as failure



to pay parking tickets, insurance surcharges, or child support, will last until you have paid the fine or worked out a payment plan. For questions about suspension, call the suspension hotline: **609-292-7500**.

**Restoration Fees, Tickets, and Surcharges:** If you found out that your license has been suspended, you will have to pay a restoration fee of **\$100.00** in order to have your license reinstated. This does not include any additional fines or surcharges you are required to pay. This fee can be paid at your local MVC Offices in Bergen County or a Regional Service Center (see below). If you have internet access, this fee can be paid online at [WWW.STATE.NJ.US/MVC](http://WWW.STATE.NJ.US/MVC). You can pay your surcharges and parking tickets on this web site as well.

### **MVC LOCATIONS IN BERGEN COUNTY**

For questions, please call 1 (888) 486-3339

#### **Lodi**

8 Mill Street, Lodi NJ 07644

Monday, Wednesday, Thursday & Friday 8:00am-5:30pm

Tuesday 8:00am-7:30pm Saturday 8:00am-1:00pm

#### **Oakland**

350 Ramapo Valley Road, Suite 24, Oakland NJ 07436

Monday, Wednesday, Thursday & Friday 8:00am-5:30pm

Tuesday 8:00am-7:30pm Saturday 8:00am-1:00pm

#### **Paramus**

20 W. Century Road, Paramus NJ 07652

Tuesday – Friday 8am to 4:30pm; Saturday 7am to 12pm

Tuesday late closing 7:30pm

**\*This center is for inspection only**

#### **Wallington**

450 Main Avenue, Wallington NJ 07057

Monday, Wednesday, Thursday & Friday 8:00am-5:30pm

Tuesday 8:00am-7:30pm Saturday 8:00am-1:00pm

#### **Regional Office: Eatontown Agency**

**109 Route 36, Eatontown, NJ 07724**

Services: Driver conferences, driver records, (issuances and inquiries), points and surcharge (inquiries), suspensions and restorations.

Hours: Monday, Wednesday, Thursday & Friday 8:00am-

5:30pm Tuesday 8:00am-7:30pm Saturday 8:00am-1:00pm

To replace a lost or stolen license, you will have to bring identification to the MVC and pay an **\$11.00 fee**. The MVC now has very specific kinds of I.D. that are required under the new “Six Point” system:

*Please use this guide to prepare yourself for your trip to MVC. Make sure you have the six points of identification necessary to obtain your drivers license or non drivers I.D.*

### **SIX POINT SYSTEM OF IDENTIFICATION**

#### **Primary Documents:**

(4 Points)

- Birth Certificate or Certified Copy from one of the 50 states.
- U.S. Dept. of State Birth Certificate
- US Passport-Current or Expired less than 3 years
- Current US Passport card
- Current NJ Digital Drivers License
- Valid Active Duty US Military Photo ID Card
- US Adoption papers
- Certificate of Naturalization
- Certificate of Citizenship

#### **Secondary Documents:**

(3 Points)

- Civil Marriage/Domestic partnership/ Civil Union Certificate: Issued by the Municipality or State
- Order of Decree of Divorce
- Court Order for Legal Name Change: Signed by a judge or county clerk
- US Military Photo/Retiree Card

(2 Points)

- U.S. Military Discharge Papers (DD214)

(1 Point)

- Current/ Expired (Less than 1 year) Non-Digital NJ Photo Drivers License
- Social Security Card
- Bank statement or record
- ATM Card w/ pre-printed name and applicant signature
- NJ Public Assistance Card w/ Photo
- High School Diploma/GED/ College Diploma
- Veterans Affairs-Universal Access Photo ID Card

You can get a brochure on this new “Six Point” system from the MVC offices listed above or from the Motor Vehicle Commission web site, [www.state.nj.us/mvc](http://www.state.nj.us/mvc). If your license

has expired, you will have to go with your six points of I.D. to the MVC to fill out a renewal application. You may have to take the written test again. License renewal costs **\$24.00**.

### **E. Non-driver's State I.D.**

New Jersey provides state photo identification for non-drivers. **You can get this official state I.D. even if your driver's license is currently suspended.** This may be a good option for you if it is going to be some time before you get your license back. You will still need to bring the same type of identification documents described previously, under the new "Six Point" system.

### **F. Certificates of Naturalization or Citizenship**

This certificate is necessary for employment upon your release. In general, if you need to replace lost forms, you can contact the US Citizenship & Immigration Service or Application Support Centers to find out about identification and fingerprint verifications. There is a fee to process an application for replacement documents. The National Customer Service Hotline is 1 (800) 375-5283.

#### **Citizenship Locations**

##### **US Citizenship & Immigration Service**

##### **Closest field office to Bergen County**

Peter Rodino Federal Building  
970 Broad Street, Newark NJ 07102

### **G. Alien Registration Card "Green Card"**

To replace a missing Green Card, you must go to the US Citizenship & Immigration Service Office (see above) to fill out an I-90 form. Please make sure that you bring I.D. with you.

You can also visit the website and download the forms at [www.uscis.gov](http://www.uscis.gov). It costs **\$450** for processing. **If you have any questions or concerns about your status as a result of your criminal conviction, call Legal Services of New Jersey at 1-888-576-5529 before going to immigration.**

## H. Military Discharge Papers

**FYI:** You may have the opportunity to meet with the Veterans Administration (VA) liaison from the Veterans Administration during your incarceration. The VA liaison can assist you in requesting a copy of your DD214 (discharge papers) by completing the SF-180 form. Please notify your institution's **P.R.E.P.A.R.E** social worker for assistance with your requests and to obtain information on your veteran status. You can also obtain the SF-180 by writing the Veteran Benefit Administration in NJ or the NPRC, which is the main record depository.

### National Personnel Records Center

1 Archives Drive  
St. Louis, MO 63138

Upon your release, you can also visit the following web site to request military records; [www.vetrecs.archives.gov](http://www.vetrecs.archives.gov)  
Once on the [www.vetrecs.archives.gov](http://www.vetrecs.archives.gov) website, follow the on screen instructions for requesting personnel records. You will be asked to print out a signature page which can either be mailed or faxed. Upon receiving the form, the records will be mailed directly to you.



## I. Passport

Although a passport may not seem like an important item to have at this point, it can serve as a major form of identification because it is widely accepted. There are **fees** involved in obtaining your passport. To obtain your passport, you may visit the Bergen County Clerks Office at:

**Bergen County Clerk**  
**One Bergen County Plaza Hackensack NJ**  
**Phone: 201-336-7000**

### You will need to bring:

- ✓ An original or certified copy of a birth certificate with a raised seal and file date issued by Vital Statistics
- ✓ A naturalization certificate
- ✓ Official military I.D.
- ✓ A previous US passport; photocopies are not accepted.

- ✓ Your Social Security card
- ✓ I.D., such as a valid driver's license, government identification or previous passport issued after your 16th birthday. The expired passport should not be more than 15 years old.
- ✓ 2 identical copies of a 2x2 face front regulation passport photo. **(photos can be taken for a \$10 fee you will need an appointment)**

**\$110** for regular service/passport total made payable to US Dept of State

**\$25** check/money order/cash – made payable to Bergen County Clerk

A passport will be valid for 10 years.

### **J. NJDOC Release Papers/Temporary I.D. Card**

Make sure you keep your prison release papers and temporary I.D. card. Your release papers can serve as identification in some circumstances and your I.D. card is valid for 30 days.

### **First Steps after Release:**

#### **Where Do I Go to Find...**

This section provides resources for food, shelter, clothing, money, and other emergency needs. We have provided some resource options in Bergen County that you can utilize upon release.

**FYI:** Important paperwork will be needed repeatedly throughout your life. Make sure to invest in a folder or safe to keep important documents. **Never** carry your birth certificate or Social Security card with you. You will only need to produce these items upon request. It is smarter to keep them in a safe place.

Also, make sure to keep a notebook and a pen with you to write down the names and phone numbers of the people you come in contact with at various agencies. Remember, nobody is going to care about your success as much as you do.

Provided for you are agencies and services that can assist you in finding your basic needs.

**FYI:** It is a good idea to call first to check that the hours of operation haven't changed. Please try to be patient with those that are attempting to assist you.

See the following pages for list of resources.

## **A. First Stops**

The agencies below provide a range of services and/or, depending on what you need, can refer you to other places.

### **FIRST-STOP AGENCIES**

**2-1-1/First Call for Help** – is a resource for Bergen County residents, which offers comprehensive information and referrals for human services, health care, government and community resource assistance. Dial 211, which can be accessed from the internet, cell phone or landline, 24 hours a day, 7 days a week. Dial 800-331-7272 for the Homeless Hotline, which addresses emergencies and homeless calls. 211 is multi-lingual and accepts TTY callers.



## **B. Shelter**

Access to most of these shelters can be obtained through the Bergen County Board of Social Services or through a general walk in.

### **Bergen County Homeless Shelter**

214 State Street. Hackensack NJ 07601  
201-488-5100

### **Bergen County Homeless Shelter**

21 East Kansas St. Hackensack NJ 07601  
201-488-5100

### **Family Promise**

479 Maitland Avenue, Teaneck, NJ 07666  
201-833-8009

*Provides family shelter. Referral required.*

### **Peter's Place Safe Haven for the Homeless**

251 State St. Hackensack, NJ 07661  
201-342-2365

*Offers supportive housing please call for criteria for admittance.*

## **C. Food/Clothing**

Here are the food pantries and soup kitchens in Bergen County. Although each agency has been verified, please call to check for most current hours of operation.

## **Food Pantries/Soup Kitchens**

***FYI:** Please note that any food pantry that also sells or provides clothing will be indicated next to the address by the designated symbol.*



### **Salvation Army of Hackensack**

(Temporary location please call to confirm existing location)

The Second Reformed Church of Hackensack,

436 Union Street Hackensack, NJ 07601

(201) 342-6531.

*Provides emergency food pantry*



### **Salvation Army of Englewood**

380 S. Van Brunt Street, Englewood, NJ 07631

(201) 503-9400

*Provides emergency food pantry and clothing to residents of Englewood, Englewood Cliffs and Fort Lee*



### **Center for Food Action**

192 West Demarest Avenue, Englewood NJ 07631

201-569-1804

*Food pantry Monday-Friday 9am-5pm, 1<sup>st</sup> Saturday 10am-1pm. Offers emergency rental and food assistance to anyone.*



### **Church of the Epiphany Food Pantry**

247 Knox Avenue Cliffside Park, NJ

201-943-7320

*Food pantry offered Monday-Friday 9:00am–2:00 pm.*

*Offered to anyone who needs assistance*



### **Center for Food Action**

316 First St. Hackensack, NJ

201-883-9375

*Food pantry offered Monday-Friday 9:30am–3:30 pm.*

*Offered to anyone who needs assistance*



### **Cliffside Park Borough Hall**

525 Palisade Avenue, Cliffside Park NJ

201-945-3456

Monday-Friday 9am-4pm

*Food pantry services Cliffside Park and surrounding areas*



## **D: Transportation**

There is no general program that will provide assistance paying for transportation. NJ Transit will no longer accept release papers in substitution for bus tickets. However, you may purchase transit tickets from NJDOC for \$2.50 prior to release, which will assist you with reaching your destination.

Some of the programs listed in this book will provide bus passes to help you participate in a particular program. If you are assigned to a community/social service or reporting program, you may want to ask if the program offers transportation assistance.

For specific bus, rail or train schedules and fares, you may call NJ Transit: (973) 275-5555, NJ Text Telephone: 800-772-2287 or visit the NJ Transit Website: <http://www.njtransit.com> For specific route information on the web site, click on the “trip planner”. For your Bergen County travel convenience, may want to purchase weekly, monthly or discounted transit passes (when applicable).

**FYI:** Bergen County Department of Human Services offers a program to their residents that will provide transportation for the disabled and elderly residents of Bergen County.

### **Services included in this program:**

**Work First NJ-** Transportation is provided for families of WFNJ to work and childcare. 201-368-5955

**Subscription Rides-** Rides are provided to the grocery store, senior center, and therapy appointments. 201-368-5955

**Demand Trips-** Recommended scheduling is 7-10 days prior to need for medical, recreational, and other miscellaneous appointments. Requests made on same day should be made between the hours of 10:30 and 2:00. 201-368-5955

Transportation to Veterans Affairs Medical Centers in New Jersey is available Monday-Friday through a coordinated effort with Bergen County Division of Community Transportation and the New Jersey Department of Military and Veterans Affairs. 201-336-6325

**Medicaid recipients** may obtain a list of approved Medicaid transportation providers from the Bergen County Board of Social Services.



**Medicaid recipients** may be eligible for the “Dollar-A-Day Car Insurance Program”. If you intend to drive places, remember that you **must** have a valid driver’s license and valid auto insurance for any vehicle that you are driving. New Jersey now has a “Dollar-A-Day Car Insurance Program” for low-income individuals who receive Medicaid and want to insure a car registered in their name. It costs **\$360.00** per year if you pay all at once and **\$365.00** if you pay in installments. You cannot get this insurance if your license or registration is revoked or suspended. Other restrictions may apply. For more information contact: 800-652-2471;

<http://www.state.nj.us/dobi/dollaradayqna.htm>.

## **E. Money**

Once you are released from custody, you will need a source of income until you can find a job. (see section on “Finding a Job” for job seeking information).

**The DOC does not provide any “gate money,” except for the money you may have in your inmate account. If it is possible to save any money before you are released, you should try to do so.**

Based on need, Parole can give up to \$300.00 in emergency funds, but it is at their discretion. Ask your parole officer about this.



You may be eligible to get some sort of public assistance (welfare) however, not everyone qualifies for this. Listed below are some basics on seeking and applying for benefits.

**GENERAL ASSISTANCE (WFNJ-GA) AND TEMPORARY ASSISTANCE FOR NEEDY FAMILIES (WFNJ-TANF)** provide cash benefits, GA for single people and TANF for people who have custody of their children. Both programs will require you to work or actively look for work and both have a five-year lifetime limit. Work First New Jersey also has an Emergency Assistance program that you may qualify for if you are homeless or at risk of becoming homeless: it can pay for things like food, clothing and transportation costs to look for housing, but also utility payments and temporary rental or mortgage payment assistance. Depending on the county you are returning to, you may be able to meet with the **P.R.E.P.A.R.E** social worker at your institution and complete a WFNJ-GA application prior to release. You can contact your social worker for more information.

**WFNJ-GA AND WFNJ-TANF**

**Application sites in Bergen County:**

**Bergen County Board of Social Services**

216 Route 17 N., Rochelle Park NJ 07662  
201-368-4200

Hours: Weekdays 8:00 - 4:30 pm (Tuesday's until 8:00 pm)

**FYI:** Please call your local office to verify what the eligibility requirements are for obtaining General Assistance

**FOOD STAMPS**

You may apply for food stamp while applying for GA/TANF. If you were convicted after August 22, 1996, of a drug distribution or sales offense, you may still be able to get Food Stamps if you have completed or are enrolled in a licensed drug treatment program, or completed a program in prison and are drug free (you will be tested). Same goes for possession offenses. Please contact the welfare office in Bergen County to inquire.

**F: Veterans Benefits:** If you were receiving veteran's benefits, either for disability or a pension, and you were incarcerated for more than 60 days, you will have to get reinstated after you are released. If you were not receiving benefits and you are a veteran, you may be eligible for benefits or for other programs and services, including health care. You can contact the **P.R.E.P.A.R.E** social worker in your institution located in the social services department for assistance. You can also contact the Veterans Administration for questions about benefits at 800-827-1000; the health benefit number is 877-222-VETS. The 24-hour veterans mental health hotline is **1-866-VETS-NJ4U**.

**The closest VA Benefit Administration is located at**

110A Meadowlands Parkway, Suite 102  
Secaucus NJ 07094  
201-223-7787

**Regional Office**  
20 Washington Pl., 3<sup>rd</sup> Floor  
Newark  
973-645-1441



Visit this local VA office to reinstate benefits or apply for new programs and services.

The following are some websites that can assist you in looking for information about veteran services:

Federal Veterans Information:

[www.va.gov](http://www.va.gov)

Info for NJ Veterans:

[www.vetsinfo.com](http://www.vetsinfo.com)

New Jersey Dept of Veterans Affairs: [www.state.nj.us/military](http://www.state.nj.us/military)

New Jersey Veterans Guide:

[www.state.nj.us/military/veterans/njguide](http://www.state.nj.us/military/veterans/njguide)

VA Home Loans:

[www.homeloans.va.gov](http://www.homeloans.va.gov)

Veterans Counseling Service Center:

[www.va.gov/rcs/newjersey/html](http://www.va.gov/rcs/newjersey/html)

**Be aware that the VA takes considerable time to make decisions. On average, it can take 273 days to process a new application for benefits.**

**OTHER BENEFIT PROGRAMS:** You may be eligible for other cash benefits, including Supplemental Security Income (SSI) disability benefits (if you are seriously disabled and cannot work) call 1-800-772-1213 and the Women's, Infants, Children (WIC) program, which gives food vouchers to low-income parents. You can inquire about WIC at the city and county welfare offices.

## **Taking Care of Yourself: Getting Support**

The transition from prison back to society may take some time to get adjusted and we want to provide you with options to lessen the burden. Taking care of your mind and body will be important for your success. Below are a few places to that may be of assistance.



## **Taking Care of Yourself: Health Care Resources**

It is very important that you pay close attention to your aftercare once you are released from custody. Change in your daily routine cause a certain level of stress. Stress along with any medical condition may worsen if routine monitoring and treatment are not available. Therefore the resources listed below provide information on paying for health care, clinic visits and other resources in Bergen County.

### **A. Health Care Benefits: Am I eligible?**

In New Jersey, the **Medicaid** program provides health care benefits for some low-income people. If you gain custody of children under 18 when you are released, you may qualify if you are; *single, head of house and unemployed, or existing earnings are not enough to support the household* Other eligibility requirements include low-income status, over age 65, blindness, or inability to work due to a disability.

If you are disabled and are applying for SSI, you will also be screened for Medicaid at that time. If you qualify for General Assistance benefits, you will get some very basic health care benefits through Medicaid (Plan G). **Medicaid is a separate program from GA or TANF, so you don't have to be eligible for those benefits to qualify for Medicaid.**

For questions about Medicaid eligibility, or to apply for Medicaid in Bergen County go to:

**Bergen County Board of Social Services**  
216 Route 17 N, Rochelle Park, NJ 07662  
201-368-4200

If you are a veteran, you may be eligible for health care benefits through the **Veterans Administration**, which provides a “Medical Benefits Package” for enrolled veterans. You may call 877-222-VETS for more information about eligibility and applying for benefits.

If you are HIV+ or have AIDS, you may also be eligible for the **AIDS Drug Distribution Program (ADDP)**, which provides help paying for HIV/AIDS medication for people who do not have other ways of paying. **You can apply for this program before you are released.** Contact the **Aids Drug Distribution Program** at 609-588-7038 or toll free 877-613-4533, Mon-Fri 8am-5pm to apply.

**Easter Seals New Jersey** provides information, referrals and loans of medical equipment (including wheelchairs) to people in need. For information call 732-257-6662.



## **B. General HealthCare Providers**

Even if you do not have Medicaid or other health insurance and benefits, Bergen County has clinics that provide primary health care at low cost, sliding scale or free service. They are listed below. Most hospitals have charity care, for which you can inquire about during a hospital emergency room visit.

### **Bergen County Community Health Centers**

The following are North Hudson Community Action Corporation (NHCAC) Health Centers. Services provided include: Internal Medicine, Pediatrics, Women's Health, and Dental at specified locations.

#### **NHCAC Health Center at North Bergen**

1116 43<sup>rd</sup> Street, North Bergen NJ 07047  
201-330-2632

#### **NHCAC Health Center at Hackensack**

25 East Salem Street, Hackensack NJ  
201-464-7844

#### **NHCAC Health Center at Garfield**

535 Midland Avenue, Garfield, NJ  
973-340-1182

#### **NHCAC Health Center at Englewood**

197 S. Van Brunt St. Englewood, NJ  
201-537-4442

**FYI:** All of these centers accept Medicaid and some insurance plans, but also provide services on a sliding scale basis, additional fees for x-rays and lab work. Primary and preventive care. Staff there may help you apply for Medicaid, charity care or other benefits if you may be eligible.

#### **Bergen County Department of Human Services**

One Bergen County Plaza, 2nd Floor  
Hackensack, NJ 07601  
Phone: 201-336-7400

#### **Family Planning Centers in Bergen County Area: Planned Parenthood**

575 Main Street, Hackensack, NJ 07601  
P: 201.489.1140  
46 N Van Brunt Street, Englewood, NJ 07631  
P: 201.894.0966

***Some sites*** offer various services as they relate to medical, community education and special services;

- ✓ Comprehensive physical exams, health screening & referrals
- ✓ HIV & other Sexually transmitted diseases (STDs), diagnosis, treatment for both you and your partner
- ✓ Birth control instruction & counseling
- ✓ Emergency contraception
- ✓ Prenatal care & delivery program
- ✓ Male services
- ✓ Mid-life services
- ✓ Prenatal substance abuse programs
- ✓ Parent education programs

*Sliding scale fees based on income and family size, Medicaid and most insurance are accepted.*

### **C. Services for People with HIV/AIDS**

In addition to the clinics listed above, a number of places in Bergen County offer care and support services specifically for those living with HIV and AIDS.

#### **Bergen County Department of Human Services**

The HIV (Human Immunodeficiency Virus) Counseling and Testing Site provides services to the public at its main office in Hackensack and multiple off-site locations.

120 South River St. Hackensack, NJ  
(201) 336-3350  
Mon, Tues, Thurs, Fri 9am-8pm, Wed 9am-5:30pm

#### **National AIDS Hotline**

1-800-342-AIDS  
Spanish Services 1-800-344-7432  
TTY Deaf services 1-800-281-AIDS  
*Offers anonymous, confidential HIV/AIDS information by trained specialists who are knowledgeable and available to assist with questions regarding the disease.*

#### **STD Screening**

Please call the Bergen County Department of Health for STD screening services. 201-634-2600

## **D. Services for People With Tuberculosis and Hepatitis C**

In addition to the general medical care facilities listed above, there are a few services especially for people with tuberculosis and hepatitis C. Screening and treatment are available at no cost. Certain eligibility requirements apply.

### **Bergen Regional Health Center - TB/Chest Clinic**

327 E. Ridgewood Ave. Paramus, NJ  
(201) 634-2676

Offers a comprehensive treatment clinic, case management with individual service care plans, and identification of people who may have been exposed to infection. The program also certifies those who provide Mantoux (TB) testing.



## **E. Dental Care**

The locations listed below don't provide free care, but do have a sliding scale for those without insurance. Waiting lists can be long.

**NJ Family Care** is available to certain low income parents. In addition to health benefits dental and eyeglasses are offered. For children this service is free. In order to check for eligibility, please call 1-800-701-0710

### **North Hudson Community Action Corporation**

#### **Garfield Office**

535 Midland Avenue  
Garfield NJ  
973-340-1182

Please call to make an appointment

### **North Hudson Community Action Corporation**

#### **North Bergen Office**

1116-43<sup>rd</sup> Street North, Bergen NJ  
201-330-2632

Please call to make an appointment

### **North Hudson Community Action Corporation**

#### **Hackensack Office**

25 East Salem Street, Hackensack NJ  
201-996-2121

Please call to make an appointment

## **F. MENTAL HEALTH /SUBSTANCE ABUSE RESOURCES**

**FYI:** Drug addiction can be fatal to your health, not to mention illegal and can result in jail time. In order to be successful in society seeking services for a drug or alcohol addiction will be necessary. Many of the health clinics, support centers and other resources listed in this guide can help refer you to treatment that most fit your needs. Listed below are some of Bergen County's treatment resources and each of these will also help with referrals if they can not help you. If you want treatment, you should also ask your parole officer for help — beds in treatment facilities are hard to come by, and they can help get you in. There are Narcotics Anonymous (NA) and Alcoholics Anonymous (AA) support group meetings all over Bergen County. To find a meeting near you, call 866-920-1212 (for AA) or 800-992-0401 (for NA). For other self-help group resources, call the New Jersey Self Help Clearinghouse at 800-367-6274. Also, you can call the Addictions Hotline of NJ at 800-238-2333.

**FYI:** Each county has a mental health administrator. When you call this person they will provide you with the names and phone numbers closest to your area to provide services that fit your needs.

**The mental health administrator for Bergen County is:**

Michele Hart-Loughlin, Program Coordinator  
Bergen County Mental Health Board  
1 Bergen County Plaza, 4<sup>th</sup> Floor  
Hackensack, NJ 07601  
(201) 634-2745  
e-mail: [mhartlo@co.bergen.nj.us](mailto:mhartlo@co.bergen.nj.us)

**The following are the agency listings in Bergen County that provide Mental Health services:**

**Care Plus NJ, Inc. at Bergen Regional Medical Center**  
230 East Ridgewood Avenue, Paramus, NJ 07652  
(201) 262-4357

**West Bergen Mental Healthcare**  
**Ridgewood office**  
120 Chestnut Street, Ridgewood, NJ 07450  
201-444-3550/ Fax 201-652-1613

**Care Plus Center for Primary & Behavioral Health**  
610 Valley Health Plaza, Paramus, NJ 07652  
(201) 265-8200



**Comprehensive Behavioral Health Services**  
569 Broadway St. Westwood, NJ 07675  
201- 957-1800  
*Crisis Intervention and Stabilization*

**Vantage Health System**

**Englewood office**  
93 West Palisade Avenue, Englewood NJ  
(201) 567-0500;

**Dumont office**  
2 Park Avenue, Dumont NJ  
(201) 385-4400

**Comprehensive Behavioral Healthcare Inc.**

**Lyndhurst office**  
516 Valley Brook Avenue, Lyndhurst, NJ 07071  
(201) 935-3322;

**Hackensack office**  
395 Main Street, Hackensack, NJ 07601  
(201) 646-0333;

**The following are a list of agencies that provide assistance  
with substance abuse services:**

**Bergen County Department of Health Services Office of  
Drug and Alcohol Dependency**

327 East Ridgewood, Avenue Paramus NJ 07652  
201-634-2740

Offers:

- ✓ Referral for Assessment,
- ✓ Outpatient Services
- ✓ Intensive Outpatient Services
- ✓ Detoxification Services for Bergen County residents
- ✓ Residential Treatment,
- ✓ Halfway House Services,
- ✓ Self-Help Groups

**High Focus Center**  
70 Eisenhower Drive, Paramus, New Jersey 07652  
Phone: 201-291-0055  
*Day and evening programs for outpatient addiction services.*

**The Center for Alcohol and Drug Resources**  
241 Main Street Suite 600, Hackensack NJ  
201-740-7069

*“Provides prevention, education, information, and referral services to all Bergen county residents”.*

**Bergen County Community Action Partner  
'The Ladder Project'**

261 State Street, Hackensack NJ 07601  
201-342-0029

*Provides residential long term treatment for substance abuse.*

**Bergen County Addiction Recovery Program**

103 Hudson Street, Hackensack NJ 07601  
201-336-3336

*Provides outpatient and intensive outpatient services*

**Bergen Regional Medical Evergreen Treatment Center**

230 East Ridgewood Avenue, Paramus NJ 07652  
201-967-4194

*Provides inpatient, outpatient, and detoxification services.*

**Latin America Institute, The Recovery Way**

10 Banta Avenue, Hackensack NJ 07601  
201-525-1700

*Provides bilingual services for outpatient and intensive outpatient.*

**FYI:** While the medical care and drug treatment and or detoxification facilities listed above may be able to assist you with medication for mental health issues, and some counseling as well, there are also places to go to get counseling and therapy and other mental health services. Some of these services require Medicaid or other insurance, but some will also have sliding scale payments. **Although the services below provide mental health services, some may also offer substance abuse services, as well.**

## **G. Emergency Mental Health Services**

**FYI: If at any time you may want to hurt yourself or someone else, please call 911. If you feel like you may be a danger to your self or others. It is very important that you call someone for help. Here are a few numbers of places that would be more than willing to come to your aid.**

**Bergen County Department of Health and Human Services**

**Mental Health Board**

201-634-2750

**Primary Screening Center for Bergen County:**

Psychiatric Emergency Screening  
Care Plus NJ Inc. @ Bergen Regional Medical Center

230 East Ridgewood Avenue  
Paramus, NJ 07652  
**HOTLINE:** (201) 262-4357

## **H. Free/Low Cost Eyeglasses and Eye care**



### **North Hudson Community Action Corporation**

#### **Garfield Office**

535 Midland Avenue, Garfield NJ  
973-340-1182

Please call to make an appointment

### **North Hudson Community Action Corporation**

#### **North Bergen Office**

1116-43<sup>rd</sup> Street, North Bergen NJ  
201-330-2632

Please call to make an appointment

### **North Hudson Community Action Corporation**

#### **Hackensack Office**

25 East Salem Street, Hackensack NJ  
201-996-2121

Please call to make an appointment

### **NJ Family Care**

Assists certain low income parents with obtaining eyeglasses.

Please call to check for eligibility.

1-800-701-0710

### **American Council of the Blind of New Jersey**

21 Island Drive  
Old Bridge, NJ 08857

### **National Federation of the Blind of New Jersey**

254 Spruce St.  
Bloomfield, NJ 07003  
(973) 743-0075



## **Finding a Job:**

### **Employment Assistance and Training Programs**

Getting a job is usually one of the most important necessities when released from prison. Not everyone can obtain employment immediately, sometimes things like getting drug treatment, dealing with your housing, health or family situation may come first. For most people, though, finding work is the first step to getting back on your feet. It will be very challenging to get a job once you have been in prison, but it is not impossible, and you need to be persistent and patient.

Below are some pointers on job searching, and information about resources that can help you find a job or get training for the job you want.

## **A. Things to Know Before You Start Your Job Search**

**Be Prepared:** It is essential that you are organized, and have all records of previous employment available when beginning a job search. A resume is the smartest thing you can create. If you are unsure of how to do so, you may go to your local one-stop career center and seek assistance. Not only will employers want to know your work history, they will inquire of accurate dates that you were employed with the company. Knowing this information is vital to ensuring employment. Employers will not be interested in hearing that you do not remember dates or addresses for your work history. If an employer decides to hire you, he will also need your identification, so make sure that is readily available.

**Presentation:** Look as neat, clean and organized as possible, no matter what the job is. Be polite and respectful, even when people are not polite and respectful to you, and many won't be. Making the person you want to help you or hire you mad won't get you the job you want.

### **Talking About Your Criminal Record:**

Never omit or falsify a document that asks you specifically if you have a criminal record. The application may ask you to give details to the nature of your crime or it may not. Chances are a criminal background check will be administered prior to employment, and lying will cost you the job.

### **IT'S A JOB FOR RIGHT NOW, IT'S NOT THE REST OF YOUR LIFE**

When you are first starting out, especially if you've been out of the job market for a while, or have never had a job, you need to build a work history, and, of course, you need to make some money. Take whatever job you can get for now — it doesn't have to be the exact job you want, or what you eventually want to be doing. Do this job well—even if it's not a great job — and it can help you get a better one in the future. A year of good job performance will make your criminal record matter less.

## **B. Help with Job Search and Job Training: Resources**

**The following are good places to start in looking for a job.**

### **Bergen County One Stop Career Center**

60 State Street  
Hackensack NJ 07601  
201-329-9600  
Monday-Friday 8:30-4:00

*“The Bergen One Stop Career Center serves prospective workers, employers and at-risk youth in Bergen County, and strives to provide the county with a skilled labor force”.*

### **VOCATIONAL REHABILITATION SERVICES**

#### **Friendship House**

125 Atlantic Street, Hackensack, NJ 07601  
Counties Served: Passaic, Bergen & Hudson  
Phone: (201) 488-2121  
Offers: Extended employment, Supported employment, pre vocational evaluation, work adjustment training

#### **ARC Bergen & Passaic**

223 Moore Street, Hackensack, NJ 07601  
Counties Served: Bergen & Passaic  
Phone: (201) 489-0094  
Offers: Extended employment, Supported employment, pre vocational evaluation, work adjustment training

#### **Bergen County Workforce (WIB)**

60 State Street, Room 200  
Hackensack NJ 07601  
201-343-8830  
[www.bergenwib.org](http://www.bergenwib.org)

#### **Ridgefield Advantage**

Slocum Skewes School  
650 Prospect Avenue, Ridgefield, NJ 07657  
Counties Served: Bergen & Hudson  
Phone: (201) 943-4299  
Offers: Supported employment

**FYI:** This program includes diagnostic evaluation, vocational guidance and counseling, therapies, vocational training, rehabilitation workshop and training, tools, supplies, assistive

devices, vehicle modification, supported employment/job coaching and job placement assistance. Disability must be significant impediment to employment.

### **C. Legal Restrictions on Employment and Protections Against Discrimination**

If you are interested in getting a job and building a career in a particular area, you should make sure that it isn't one that is forbidden to someone with the kind of criminal conviction that you have on your record. There are about 22 categories of jobs in New Jersey that exclude people with convictions (which conviction it is varies by job). These include: aircraft/airport employees; paid public school employees, school bus drivers and school crossing guards; bank employees; bartenders and waiters in establishments where liquor is served; housing authority and municipal police and parking enforcement officers; New Jersey Turnpike Authority employees; liquor retail, wholesale, manufacturing or distributing employees; paid firefighters; child care center employees; community residences for individuals with developmental disabilities. A much larger number of jobs require that you disclose your criminal record, and those employers perform background checks; some of these, however, also require that employers consider evidence of rehabilitation. These include most jobs in the health care and counseling fields (including drug and alcohol counseling) and social workers.

**FYI:** If you are going to begin training in a particular field, make sure you find out from the training course whether there are any restrictions that will keep you from getting a job.

#### **Protections for Licensed Occupations:**

If you are not absolutely barred from a position because of your conviction, New Jersey law says that you cannot be denied a professional license simply because of your conviction unless the crime for which you were convicted relates to the occupation you want to enter. If the licensing board or agency wants to deny you a license because the crime is related to the occupation, they have to explain, in writing, that they have considered certain factors like the seriousness of the crime, the circumstances of the crime, the date and your age when convicted, whether the crime was an isolated or repeated event, social conditions, and evidence of rehabilitation. You can ask your parole officer about applying for a "certificate of rehabilitation," which can be used in your license application.

## **D. Benefits for Employers Who Hire People With Criminal Records**

As you look for a job you can tell employers that the federal government has programs to support employers who hire people coming out of prison.

**FYI:** Work Opportunity Tax Credit (WOTC): With the Work Opportunity Tax Credit, your employer may be able to save up to \$4800 the first year you are hired. Make sure to inform your potential employer of this benefit.

**For questions regarding WOTC, please call 609-292-5525 or 1-800-792-8881**

**Federal Bonding Program:** Provides bonding “or insurance coverage” for employers who hire individuals with criminal histories who are otherwise qualified but cannot gain employment due to their criminal backgrounds. Please contact your local one stop for more information: 60 State Street, Hackensack, NJ 07601 or call 201-329-9600 and toll free 1-800-233-2258.

## **E. Opening a Checking or Savings Account**



After you’ve gotten a source of income, you may want to open a checking or savings account. A checking account is a great idea because many jobs provide direct deposit, and your check is automatically deposited into your account on payday. Using checks to pay for your bills is also cheaper than using money orders. To open a checking account you usually need a picture I.D. (driver’s license or non-driver state I.D.), proof of address, birth certificate, and a Social Security card. You can also request a debit card with your account, which you can use just like a credit card (as long as you have the money in your account already). You can get a debit card for either a checking account or a savings account, but with a savings account you can earn interest on the money you’ve saved. Fees for these accounts will vary depending on the type of account and bank. Many banks now offer free checking.



## **F. Public Libraries**

Your local public library can be a good resource for your job search. Public computers provide internet access (and help using the computer), job and course listings, and other local directories. Libraries also often carry the government forms

mentioned in this guide, and librarians can help you find other information that you need.

## **LIBRARIES**

### **Wyckoff Public Library**

200 Woodland Avenue, Wyckoff, NJ 07481

(201) 891-4866

[wyckofflibrary.org](http://wyckofflibrary.org)

Monday-Thursday 10-9 Friday/Saturday 10-5 Sunday 1-5

### **Lee Memorial Library**

500 West Crescent Avenue, Allendale, NJ 07401

(201) 327-4338

[allendale.bccls.org](http://allendale.bccls.org)

Monday/Tuesday/Thursday 10-9 Wednesday/Friday/Saturday

10-5 Sunday CLOSED

### **Bergenfield Public Library**

50 West Clinton Avenue, Bergenfield, NJ 07621

(201) 387-4040

[bergenfield.bccls.org](http://bergenfield.bccls.org)

Monday/Tuesday/Thursday 10-9, Wednesday 10-5,

Friday/Sunday 1-5, Saturday 10-2

### **Bogota Public Library**

375 Larch Avenue, Bogota, NJ 07603

(201) 488-7185

[bogota.bccls.org](http://bogota.bccls.org)

Monday/Tuesday/Thursday 10-9, Wednesday/Friday 10-5,

Saturday 10-1 Sunday CLOSED

### **William E. Dermody Library**

420 Hackensack Street, Carlstadt, NJ 07072

(201) 438-8866

[carlstadt.bccls.org](http://carlstadt.bccls.org)

Monday-Thursday 10-9, Friday 10-5, Saturday 10-2

### **Cliffside Park Public Library**

505 Palisade Avenue, Cliffside Park, NJ 07010

(201) 945-2867

[cliffsidepark.bccls.org](http://cliffsidepark.bccls.org)

Monday-Thursday 10-9 Friday/Saturday 10-5, Sunday 1-5

### **Closter Public Library**

280 High Street, Closter, NJ 07624

(201) 768-4197

[closter.bccls.org](http://closter.bccls.org)

Monday-Wednesday 9-9, Thursday-Saturday 9-5 Sunday

CLOSED



**Cresskill Public Library**

53 Union Avenue, Cresskill, NJ 07626

(201) 567-3521

[cresskill.bccls.org](http://cresskill.bccls.org)

Monday/Wednesday/Thursday 10-9, Tuesday/Friday/Saturday

10-5 Sunday CLOSED

**Demarest Public Library**

90 Hardenburgh Avenue, Demarest, NJ 07627

(201) 768-8714

[demarest.bccls.org](http://demarest.bccls.org)

Monday/Thursday 10-8, Tuesday/Wednesday/Friday 10-5,

Saturday 1-5

**Dixon Homestead Library**

180 Washington Avenue, Dumont, NJ 07628

(201) 384-2030

[dumont.bccls.org](http://dumont.bccls.org)

Monday-Wednesday 9-9, Thursday/Friday 9-5, Saturday 10-2

Sunday CLOSED

**East Rutherford Memorial Library**

143 Boiling Springs Avenue, East Rutherford, NJ 07073

(201) 939-3930

[eastrutherford.bccls.org](http://eastrutherford.bccls.org)

Monday-Thursday 10-8, Friday 12-5, Saturday 1-4

Sunday CLOSED

**Edgewater Public Library**

49 Hudson Avenue, Edgewater, NJ 07020

(201) 224-6144

[www.edgewaterlibrary.org](http://www.edgewaterlibrary.org)

Monday-Wednesday 10-9, Thursday/Friday 10-6, Saturday

10-5, Sunday CLOSED

**Elmwood Park Public Library**

210 Lee Street, Elmwood Park, NJ 07407

(201) 796-8888

[elmwoodpark.bccls.org](http://elmwoodpark.bccls.org)

Monday/Friday/Saturday 10-5, Tuesday/Wednesday/Thursday

10-8, Sunday 1-5

**Emerson Public Library**

20 Palisade Avenue, Emerson, NJ 07630

(201) 261-5604

[emerson.bccls.org](http://emerson.bccls.org)

Monday-Thursday 10-9, Friday 1-4, Saturday 10-4

**Englewood Public Library**

31 Engle Street, Englewood, NJ 07631  
(201) 568-2215

[www.Englewoodlibrary.org](http://www.Englewoodlibrary.org)

Monday-Thursday 9-9, Friday/Saturday 9-5, Sunday 1-5

**Maurice M. Pine Library**

10-01 Fair Lawn Avenue, Fair Lawn, NJ 07410  
(201) 796-3400

[fairlawn.bccls.org](http://fairlawn.bccls.org)

**Fairview Public Library**

213 Anderson Avenue, Fairview, NJ 07022  
(201) 943-6244

[fairview.bccls.org](http://fairview.bccls.org)

Monday-Friday 11-8 Saturday 11-5, Sunday CLOSED

**Fort Lee Free Public Library**

320 Main Street, Fort Lee, NJ 07024  
(201) 592-3615

[ftlecirc@bccls.org](mailto:ftlecirc@bccls.org)

Monday-Thursday 9:30-9, Friday/Saturday 9:30-5, Sunday 1-5

**Franklin Lakes Public Library**

470 De Korte Drive Franklin Lakes, NJ 07417  
(201) 891-2224

[www.franklinlakeslibrary.org](http://www.franklinlakeslibrary.org)

Monday-Thursday 10-9, Friday 10-6, Saturday 10-5, Sunday 1-5

**Garfield Public Library**

500 Midland Avenue, Garfield, NJ 07026  
(973) 478-3800

[garfcirc@bccls.org](mailto:garfcirc@bccls.org)

Monday/Tuesday 9:30-8, Wednesday 9:30-9, Thursday/Friday 9:30-6, Saturday 9:30-5, Sunday CLOSED

**Glen Rock Public Library**

315 Rock Road, Glen Rock, NJ 07452  
(201) 670-3970

[glrkirc@bccls.org](mailto:glrkirc@bccls.org)

Monday-Thursday 9-9, Friday 9-5:30, Saturday 9-5, Sunday 1-5

**Johnson Free Public Library**

274 Main Street, Hackensack, NJ 07601  
(201) 343-4169

[hackcire@bccls.org](mailto:hackcire@bccls.org)

Monday-Thursday 9-9 Friday/Saturday 9-5 Sunday CLOSED

**Lodi Memorial Library**

1 Memorial Drive, Lodi, NJ 07644

Phone: (973) 365-4044

[lodirc@bccls.org](mailto:lodirc@bccls.org)

Monday-Wednesday 12:30-8:00, Thursday-Saturday 9:30-5:00 Sunday CLOSED

**Mahwah Public Library**

100 Ridge Road, Mahwah, NJ 07430

(201) 529-7323

[mahwcirc@bccls.org](mailto:mahwcirc@bccls.org)

Monday-Thursday 10-9, Friday-Saturday 10-5, Sunday 1-5

**Paramus Public Library**

lopinto@bccls.org

East 116 Century Road, Paramus, NJ 07652

(201) 599-1302

[paracirc@bccls.org](mailto:paracirc@bccls.org)

Monday-Thursday 9:30-9, Friday/Saturday 9:30-5, Sunday 1-5

**Rochelle Park Public Library**

151 West Passaic Street, Rochelle Park, NJ 07662

(201) 587-7730 x8

[ropkcirc@bccls.org](mailto:ropkcirc@bccls.org)

Monday-Thursday 9-8:30, Friday 9-4, Saturday 10-3, Sunday CLOSED

**Saddle Brook Public Library**

340 Mayhill Street, Saddle Brook, NJ 07663

(201) 843-3287

[sabkcirc@bccls.org](mailto:sabkcirc@bccls.org)

Monday-Thursday 10-9, Friday, Saturday 10-5, Sunday CLOSED

**Teaneck Public Library**

840 Teaneck Road, Teaneck, NJ 07666

(201) 837-4171

[teancirc@bccls.org](mailto:teancirc@bccls.org)

Monday-Thursday 9-9, Friday 9-6, Saturday 9-5, Sunday 12:30-5:30

**FYI:** Please note that summer and holiday hours differ from the above referenced, and you will need to call for those times.

## Reconnecting with Family



As you prepare to come home, you may be thinking about reuniting with family members, including those you may not have seen for a long time. You may be excited to see your kids, your spouse, your parents, and others who are part of your family, and while most will be glad to see you home, others may be reluctant. All kinds of issues can come up, and you may need some help solving some of the problems that arise. This section provides some information and resources to help solve these issues.

### **Hotlines For Family Services Resources**

**NJ Child Abuse/ Neglect Hotline:**

1(877)NJABUSE (652-2873)

**Child Care Hotline:**

1(800) 332-9227

**NJ Child Support Hotline:**

1 (877) NJKIDS- 1 (655-4371)

**Division of Family Development:**

1(800) 792-9773

**NJ Division of Child Protection & Permanency:**

1-855-INFO-DCF (855-463-6323)

**Family Health Line:**

1 (800) 328-3838

**Family Help Line (for stressed parents):**

1 (800) THE KIDS (843-2537)

**National Domestic Violence Hotline:**

1(800) 799-7233

**NJ Domestic Violence Hotline:**

1(800) 572-7223

**Parents Anonymous:**

1(800) 843-5437

## **A. Family Counseling Resources**

The following places can provide support, marital and family counseling and parenting classes to help you reunite with your family.

### **Mars and Venus Counseling Center**

691 Cedar Lane, Teaneck NJ 07666  
201-467-4173

*Provides individual or family counseling, marriage counseling, adolescent counseling. Most insurance accepted. Please call for hours.*

### **Bergen County Department of Human Services Family Guidance**

One Bergen County Plaza, 2nd Floor Hackensack, NJ 07601  
Phone: 201-336-7350

*“Provides clinical, residential, educational, correctional, case management and monitoring services to at-risk children, adolescents, and families, particularly those who are otherwise unable to receive needed services”.*



### **Parents Anonymous of New Jersey, Inc.**

1-800-843-5437 (24 hour hotline) Hours: Call to confirm group times at different locations Self-help for parents who are under stress and who want to improve their relationship with their children. Groups meet weekly and are facilitated by a volunteer professional; many groups provide child care. Groups meet in most counties throughout the state with some bilingual groups available. Parents Anonymous also offers an on-line support group as well.

## **B. Child Custody and Visitation**

Establishing visitation and gaining custody of your children once you are released is not an overnight procedure. If you had custody of your kids at the time you were incarcerated, and no family was able to take care of them, they may have been placed in foster care. If this is the case, and you do not know your child's case manager's name or number, contact the Division of Youth and Family Services (DYFS) at 800-531-1091. You will have to make an appointment with the case manager for an interview. They may not be willing to give you information over the phone. You'll be asked a series of questions in order to assess when and if you will be given visitation rights, so that you may reestablish your relationship with the child and hopefully gain custody again. This is just a quick overview of what to do and what you can expect.

***FYI: If you were convicted of any violent or sexual offenses against children, you may be unable to live with or regain custody of your children.***

**Listed below are the different offices for DYFS in your area. Please contact the office that applies to your location.**

**Bergen Central LO- #462**

240 Frisch Court - 2nd Floor

Paramus, NJ 07652

**201-291-0579 or 866-224-1859**

**Manager – Haydee Zamora - Dalton**

**Bergen South LO - #461**

125 State Street, 1st & 2nd Floors

Hackensack, NJ 07601

**201-996-8900 or 800-531-1096**

**Manager – Kenneth Lowry**

### **C. Getting and Paying Child Support**

Whether you have custody of your children on your own when you get out, and need help from an absent “non-custodial” parent, or you do not have custody of kids who need your support, child support payments will be an important part of your life after you are released. Some basic information is included below, as far as enforcing a child support order.

**FYI:** To locate a parent prior to an order please visit:

**216 Route 17 North  
Rochelle Park, NJ 07662  
201-368-4200**

Child support, custody and visitation issues are very complicated, and if you can get a lawyer, you should. Contact the Legal Services of New Jersey hotline, from 9:00 am - 4:30 pm, at 888-576-5529, or you can also contact Bergen County Legal Services, at 190 Moore Street, Hackensack NJ 201-487-2166. From prison, you can also contact the Prisoner’s Self Help Legal Clinic, P.O. Box 768, Newark, NJ 07101.

### **Getting and Enforcing a Child Support Order**

If you have custody of your children and want financial support from the non-custodial parent, you can apply for child support at 10 Main Street Bergen County Courthouse, Room 163 Hackensack, NJ 07601 or call 201-527-2700. There is a possible fee. To enforce an existing order go to 133 River Street, Hackensack NJ 07601 or call 201-527-1200. You can also call 1-877 NJKIDS1 for more information about this.

### **Paying Child Support**

If you have kids that you did not have custody of before you went to prison, there may be a child support order requiring you to pay a certain amount every month for their support. Even if you did not go to court, for example, the parent with custody filed for the order while you were incarcerated, the court can still order you to pay child support. The amount you pay in child support is tied to your income, and if the court does not know your income, they will assume you are working 40 hours a week at minimum wage. Child support payments are usually taken out of your paycheck. If you have not paid at all or missed payments, you will owe “arrear.” Unless you got a modification of your child support order when you went into prison (see below), the amount of arrears that you owe will have continued to grow while you were inside. When you come out, and get a job, they can begin to take out not just the monthly amount you owe for child support, but more money to pay back the arrears (up to 65% of your pay in total). They may also suspend your driver’s license. Here are some things you can do:

### **Know Your Rights / Non-Custodial Parents**

1-877-655-4371

- ✓ Information on Your Support Payments
- ✓ Know Your Rights and Responsibilities
- ✓ Assistance with Employment Skills
- ✓ Visitation Assistance

### **Englewood/Teaneck Family Success Center**

201-694-1891

The Family Success Centers provide a range of governmental and non-governmental services and support to promote safety, well-being, and self-sufficiency for fathers and their families.

### **Newark Now / Fathers Now**

**973-732-0713**

A program that offers fathers mentoring, parenting, life skills, and legal assistance. Services are for fathers in transition, men who have lost their jobs and homes, or those who are re-entering the workforce following incarceration and who seek to assume greater responsibility for and *contribute to the lives of their children*.

### **D. Domestic Violence/Sexual Assault Resources**

The following places provide counseling, support and shelter or referrals to shelter in domestic violence situations. You can also call these 24-hour hotlines:

**New Jersey Coalition for Battered Women:  
(800)-572-SAFE.**

**Domestic Abuse Hotline for Men and Women:  
(888) 7HELPLINE (1-888-743-5754)**

**Alternatives to Domestic Violence**  
One Bergen County Plaza, Second Floor  
Hackensack, NJ  
24-hour crisis hotline is **(201) 336-7575**  
Regular office hours are 9:00 AM to 9:00 PM Monday  
through Thursday and 9:00 AM to 4:30 PM on Friday

## Getting More Education

Although getting more education may not be part of your short term plans, it certainly should be something to think about for the future, especially if you do not have a high school diploma or a GED.



### **A. High School Diploma/GED Certificate/High School Equivalency Degree (HSED)/Vocational School Certificates**

It is very important to keep records of any degrees and certificates of completion and work-related licenses that have earned. Before you are released, you can write to the school or agency where you earned your degree or certificate to obtain a copy. Once you have a copy in your possession, this should be kept in your strong box.

**FYI:** If you earned your GED while incarcerated, please call the Education Department of the institution you were in to obtain a copy.

You can also request your GED transcript or diploma verification from the New Jersey Department of Education providing you completed your diploma in a traditional setting. You will have to fill out a GED Information Request Form.

Please call 609-777-1050 for further assistance.

You may ask that it be sent to you; or you may pick up the form at a local testing center (which you can do after you are released); by downloading the form from the website <http://www.state.nj.us/njded/students/ged/ged7.htm>; or by writing to: GED Testing Program, Bureau of Adult Education



and Family Literacy, New Jersey Department of Education,  
PO Box 500, Trenton, NJ 08625.

Your chances of getting a job that pays a living wage and of moving forward in a career will improve with more education, and not having the high school diploma or GED will simply lock you out from a lot of opportunities.



## **B. GED Classes**

The places in Bergen County below offer classes to help you prepare for the GED exam. Call for exact times and procedures. Many locations offer classes at low cost or no cost. For more information, contact the New Jersey Department of Labor and Workforce Development, Division of Workforce Readiness & Literacy at (609) 943-5921. Call individual programs for information on classes offered, fees and/or time schedules.

### **GED Testing Centers**

#### **Bergen County Technical School**

11 Carol Court Hackensack Avenue, Hackensack NJ 07601  
201-343-6000 x2293

#### **Bergen County Community College**

Office of Testing and Assessment  
400 Paramus Road, Rm. L121, Paramus NJ 07652  
201-301-9655

## **C. Higher Education**



If you already have a high school diploma or a GED certificate, you may want to move forward and get your associate's degree, bachelor's degree or graduate degree. Below are phone numbers for Bergen County.

### **Local Area Colleges**

#### **Farleigh Dickinson University**

College at Florham  
285 Madison Avenue, Madison NJ 07940  
973-443-8500

#### **Farleigh Dickinson University**

Metropolitan Campus  
1000 river Road, Teaneck NJ 07666  
201-692-2000

**Bergen County Community College**  
400 Paramus Road, Paramus NJ 07652  
201-447-7100

**Felician College**  
Lodi Campus  
262 South Main St, Lodi, NJ 07644-2117  
(201) 559-6000

**Felician College**  
Rutherford Campus  
223 Montross Ave, Rutherford, NJ 07070  
201-559-6000

**Ramapo College**  
505 Ramapo Valley Road, Mahwah NJ 07430  
201-684-7500

### **Can I Get Financial Aid?**

To pay for this, you will probably try to get some financial aid. If you are applying for any federal financial aid programs after release (such as Pell Grants, Perkins Loans, Federal Family Education Loans, etc.), you are not restricted unless you have a drug-related offense. For possession offenses, a first offense means one year of ineligibility (after your conviction), a second offense, two years, and third offense means you are “indefinitely” ineligible, which to the government means permanently ineligible. For a sales or distribution crime, a first offense has two years of ineligibility, a second offense makes it permanent. Private financial aid or loan programs may not have any restrictions.

## **Other Things You Need to Know**

### **A. Getting Legal Assistance**

To get assistance with civil (not criminal) cases, you can contact the toll free hotline for **Legal Services of New Jersey (LSNJ)**, which provides information and referrals, **888-576-5529**. For local Bergen County legal services please contact the office located nearest to you.

**Bergen County Legal Services**  
190 Moore Street, Hackensack NJ 07601  
201-487-2166

### **B. Checking and Correcting Your**

## **Criminal Record (“rap sheet”)**

Since employers, landlords and others will be performing criminal background checks and getting copies of your criminal record, it is important that you know what is on it, and that it is accurate. You should also be prepared to answer any questions about your background.

**FYI:** Background checks are now only done electronically. You may contact State Police Headquarters to inquire how to correct your criminal record. The address is listed below.

State Section of Identification  
Records and Identification Bureau  
New Jersey State Police  
P.O. Box 7068  
West Trenton, NJ 08628  
1-609-882-2000 ext 6425  
1-609-530-4856 fax

## **C. Expungement: Cleaning Up Your Criminal Record**

You may have heard about expungement as one way to clean up your criminal record as you get some distance from your old arrests and convictions. Unfortunately, expungement is fairly limited in New Jersey. You can expunge any arrest that did not lead to a conviction at any point. You can expunge “disorderly persons offenses,” which are low level offenses in New Jersey, after 5 years, and most municipal ordinance offenses after 2 years. Convictions for “indictable offenses” (felonies), can be expunged 10 years from the date of conviction, payment of any fine, satisfactory completion of probation or parole or release from incarceration, but whichever is latest. The most serious of these offenses, such as murder, kidnapping, aggravated sexual assault, robbery, arson, perjury and distribution, sale or possession with intent to distribute of controlled dangerous substances (drugs), **can never be expunged.** Expungement is a broader remedy for offenses committed as a juvenile. Legal Services of New Jersey has published a guide to cleaning up your record through expungement.

To obtain a copy of the book, call 888-576-5529, or go to the LSNJ web site, where you can download it for free: <http://www.lsnj.org/english/crime/municipalcourt/clearingyourrecord.cfm>.

## **D. Checking and Correcting**



## **Your Credit Record**

While New Jersey allows employers to look at your criminal record, many employers — and others like landlords and mortgage companies — will use a credit report instead of or in addition to the state's records. Credit records are maintained by private companies and generally have information about your debts, your history of paying bills and other financial matters, but may also have information about your criminal record. The information may not be correct, and the law does offer you some protections. For example, if an employer uses a credit record to deny you a job, they have to tell you this, and give you the name, address and phone number of the agency that provided the report, and the agency must give you a copy of that information on your request. They cannot charge you money for that request if the employer used the report to deny you a job. If the records of the credit agency contain incorrect information, they must investigate and correct inaccurate information.

You can get ahead of the curve by getting a copy of your credit record and making sure there isn't any incorrect information on it. New Jersey residents are allowed one free credit report each year. Three companies that provide this service are:

### **Equifax Information Systems, LLC.:**

Write to them at P.O. Box 740241, Atlanta, GA, 30374, or call 800-685-1111.

### **Transunion Personal Credit Report:**

PO Box 1000, Chester PA 19022  
Call 800-888-4213.

### **Experian:**

PO Box 2002, Allen, TX 75013  
Call 800-397-3742.

**FYI:** By mail, be sure to include your full name, current address, Social Security number, and most recent former address for file-matching purposes.

## **E. Voting Rights**

New Jersey law does not allow you to vote while you are in prison, or while you are on probation or parole for an indictable offense (disorderly person's offenses don't disqualify you). **Once you have completed your parole or probation term, you may register to vote.** Make sure that you are registered in the county in which you reside. **Applications for registration can be obtained from Social Services prior to release.** Also you may apply with the Division of Elections, the Commissioners of Registration

office in the County where you live or from your Municipal Clerk once you are released. Registration forms are also available in various State agencies and at Division of Motor Vehicle offices and can be obtained while transacting agency business. If you are not sure, you can visit [http://www.state.nj.us/lps/elections/vote\\_doe.html](http://www.state.nj.us/lps/elections/vote_doe.html). You will be able to download a voter's registration form and mail it in. This site also explains who can register to vote and where you can register.

## **F. Registration of Sexual Offenders (Megan's Law)**

Sex offenders are required to register with the police under Megan's Law. Offenses include: aggravated sexual assault; sexual assault; aggravated criminal sexual contact; endangering the welfare of a child by engaging in sexual conduct which would impair or debauch the morals of the child; luring or enticing and, if the victim were a minor and the offender not a parent, kidnapping; criminal restraint and false imprisonment and promoting prostitution of a child under 18. **You will be registered prior to release, but must re-register your home address at least 10 days prior to any move with the law enforcement agency with which you were registered when released.** You will also need to verify your address annually or every 90 days if you are a repetitive and compulsive offender.

## The Game Plan

Your first weeks out after leaving prison can be overwhelming. This section is set up to help you get organized and keep yourself on track toward your goals. First, think about what those goals are? What do you want or need to get done in your first week out? In your first month out? Where do you want to be in six months? There are lots of things that other people need you to do — your parole officer, for example, and your family — but you also need to think about what you expect from yourself.

### Places to stay

---

---

---

### Appointments to make? Doctors? Job help? Employers? Applying for Benefits?

---

---

---

### People I need to see or call:

Who? \_\_\_\_\_  
Who? \_\_\_\_\_  
Who? \_\_\_\_\_

### NOTES:

---

---

---

---

---

---

---

---

---

---

**Your First Weeks Out**

Here is a basic calendar to use to plan your first days out of prison. Below it, there are some questions to ask yourself about what you plan to do. You can mark appointments and tasks on the calendar, and write in dates in the small boxes.

<u>SUN</u>	<u>MON</u>	<u>TUES</u>	<u>WED</u>	<u>THURS</u>	<u>FRI</u>	<u>SAT</u>
<u>SUN</u>	<u>MON</u>	<u>TUES</u>	<u>WED</u>	<u>THURS</u>	<u>FRI</u>	<u>SAT</u>
<u>SUN</u>	<u>MON</u>	<u>TUES</u>	<u>WED</u>	<u>THURS</u>	<u>FRI</u>	<u>SAT</u>
<u>SUN</u>	<u>MON</u>	<u>TUES</u>	<u>WED</u>	<u>THURS</u>	<u>FRI</u>	<u>SAT</u>

For how long? \_\_\_\_\_

For how long? \_\_\_\_\_

For how long? \_\_\_\_\_

When? \_\_\_\_\_

When? \_\_\_\_\_

When? \_\_\_\_\_

Where/phone number?

\_\_\_\_\_  
Where/phone number?

\_\_\_\_\_  
Where/phone number?

\_\_\_\_\_

**Other things I need to do (get I.D., get prescriptions, go to a support group, etc.):**

Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



**I.D. Checklist**

<b>Documents</b>	<b>Have?</b>	<b>Need?</b>
Strong Box	_____	_____
Social Security Card	_____	_____
Birth Certificate	_____	_____
County I.D.	_____	_____
Driver's License	_____	_____
Non-driver's I.D.	_____	_____
Certificate of Naturalization	_____	_____
Green Card	_____	_____
Military Discharge Papers	_____	_____
Passport	_____	_____
High School Diploma	_____	_____
Or GED Certificate	_____	_____
Prison Release Papers	_____	_____

**Notes:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**My Contacts:**  
**Important Names and Phone Numbers**

Parole Officer: \_\_\_\_\_  
  
Parole Number: \_\_\_\_\_  
  
Parole Office: \_\_\_\_\_  
  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# Smart Book Topics

-  **Getting Started:  
I.D. and Other Documents**
-  **First Steps After Release:  
Where Do I Go to Find...**
-  **Taking Care of You:  
Getting Support**
-  **Taking Care of You:  
Health Care Resources**
-  **Finding a Job:  
Employment Assistance  
and Training Programs**
-  **Reconnecting With Family**
-  **Getting More Education**
-  **Other Things You Need to Know**
-  **The Game Plan**