

## Recovery Residence Rules and Regulations

1. No alcohol/drug use or possession, whether on or off agency premises- violation will lead to immediate discharge.
2. No weapons of any type allowed onto premises-includes firearms, knives or other objects that can be used to cause harm to others- violation will lead to immediate discharge.
3. No harmful, threatening or violent behavior towards other residents, visitors or staff- includes physical, verbal or use of intimidation- violation will lead to immediate discharge.
4. No visitors allowed in the house without approval from staff.
5. No romantic/sexual relationships while in the houses. It is noted; long-term partners and spouses will receive individualized planning in order to establish guidelines.
6. No romantic/sexual relationships with anyone enrolled in Home of New Vision Services.
7. All individuals will attend the required hours of recovery related support groups based on their phase in the program.
  - Individuals in the Discovery Phase will attend **two** support groups daily, which will decrease to one time daily once employed.
  - Individuals in the Recovery Phase will attend a minimum of five weekly.
  - Individuals in the Phase Out Stage will attend a minimum of four weekly.

Acceptable forms of support groups include; AA, NA, SMART meetings, Refuge Recovery, Life Ring or other groups with approval from staff. Documentation of attendance must be provided to the house managers.

**A minimum of two AA or NA meetings must be included in your support groups weekly.** Customized Recovery Plan can be developed based on the individual.

8. Phase Out Residents are required to engage in at least two hours of Home of New Vision volunteer activities weekly. This includes participation in WRAP, Peer Training, Cooking meals at Residential & the Engagement Center, or giving ride outs to Home of New Vision Residents.
9. All sponsors must have a minimum of two years without alcohol or other drug use; all supports must have at least one year without alcohol or other drug use unless pre-approved by staff.
10. All residents will keep a log outlining their involvement in recovery support group, as well as volunteer experience. These logs will be checked by staff to ensure compliance with program rules.
11. All residents will be employed within two weeks of entering the program; those who are not employed will engage in weekly job searching with HNV Peers. Those on SSI or other state assistance will be expected to develop a community volunteer plan for a minimum of 10 hours

weekly. Those enrolled in school for 12 credits or less will be expected to maintain part-time employment or create a Home of New Vision volunteer plan.

12. Employment hours must not begin before 6:00am or end after 7:00pm unless approved by staff.
13. House Meetings occur on \_\_\_\_\_ at \_\_\_\_\_; attendance of these meetings is mandatory.
14. Individuals must pay their program fees every week at House Meeting. Those receiving State benefits must pay on the 3<sup>rd</sup> of every month. Home of New Vision reserves the right to adapt these time frames due to an individual's circumstances or pay schedule. Residents will maintain current on all required program fees, **No resident will be allowed to fall more than three weeks behind in payment.**
15. All individuals in the Discovery Phase will be enrolled in therapy services and be required to follow through with the Recovery (Treatment) Plan.
16. Curfew as follows;
  - Discovery Phase 10:00pm
  - Recovery Phase 11:00pm (Friday & Saturday 12:00am)
  - Phase Out 11:00pm (Friday & Saturday 12:00am)
17. Pass requests must be approved for any overnight activities/trips, or for any activity that does not fall within the required curfew hours; No passes will be granted while in the Discovery Phase.
18. Pass requests must be turned in to staff at the house meeting one week prior to the proposed activity. Passes will be approved by staff based on several factors including, but not limited to the resident's involvement in the recovery community, the therapeutic/recovery benefit of the activity, and the resident's adherence to the program rules/regulations. **Program fees must be up to date in order to qualify for a pass. NO Exceptions.**
19. All residents are expected to complete assigned house chores daily.
20. All residents are required to keep their personal areas clean and tidy; beds must be made before leaving the house. Staff will engage in random room inspections to ensure this rule is followed.
21. Residents are not allowed to loan money, or buy things for others in the house.
22. All residents will receive drug testing throughout their stay. Individuals in the Discovery Phase will receive weekly drug tests, while those in the Recovery Phases will receive random testing. All individuals will be drug tested following the return from overnight passes.
23. Individuals in the Discovery Phase are not allowed to have vehicles while in the program. Those in one of the Recovery Phases may put in a request to have a vehicle. Vehicle requests will be denied if the vehicle is not insured, not registered and/or the resident does not have a valid driver's license. Proof of insurance, registration, and driver's license must be provided to staff prior to approval.

24. All medications prescribed must be reported to staff, with notification also occurring when medication dosages are changed or discontinued. This rule applies to all prescribed medications whether for physical health, mental health or substance use disorder.
25. Residents are to be awake, dressed, & beds made by 9:00am.
26. Residents are not permitted to take naps.
27. All medications must be kept private, in a secure location that is not visible to other residents in the program; absolutely NO sharing of medications is allowed- violation will lead to immediate discharge.
28. Smoking is to occur in designated areas only; absolutely NO smoking, vapors or chewing tobacco are allowed to be used inside the house.
29. All individuals will respect the property and belongings of others.
30. **Absolutely No food or Beverages** other than water is allowed in the bedrooms.
31. **Absolutely No TV's in any bedrooms.**
32. Home of New Vision reserves the right to add, or change, rules based on determined need for the safety and well-being of the residents. Failure to oblige to the rules can lead to verbal warnings, written warnings, a behavioral contract, discharge and/or referral to a level of treatment to address needs.
33. In the event that a resident is discharged, he or she will have **48 hours** to retrieve his or her belongings. In the event the items are not retrieved within **48 hours** they will be disposed of.  
**Client initials** \_\_\_\_\_

By signing this document I am agreeing to the following:

- I have read the rules of the Recovery Residence Program.
- I have been given the opportunity to ask questions about the rules.
- I have been provided a copy of these rules.
- I understand that following these rules is an expectation of my stay in the Recovery Residence Program, with failure to follow the rules being grounds for termination from the program.

\_\_\_\_\_  
Client Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Staff Signature

\_\_\_\_\_  
Date