

Sheri's House of Hope

Client Responsibilities

1. Refrain from physical or verbal abuse towards other clients, staff, Peer Supports, Volunteers or Owners at all times.
2. Will not bring any weapons, guns or other illegal contraband onto the property.
3. Will provide random, observed urine screens upon request and when the client returns from a pass you will be screened.
4. Attend all group sessions, meetings and mandatory activities and participate regularly.
5. Ask for help and be willing to help others! This is a WE program.
6. Absolutely NO PHONES during Group hours or IOP. They need to be left in the room or turned off while in the meetings. If you are expecting a call from your parole officer, lawyer, dr. etc. let the peer know you are expecting the call; this can be made an exception to the rule.
7. Absolutely no borrowing food from another client or taking food from another client, no borrowing money, EBT card, Cigarettes etc. This is grounds for termination from the program.

House Regulations

1. No feet on the furniture, no sleeping during group or on the couch at any time and everyone is expected to sit in the meeting room around the tables, no lounge on the couch at any time during group or IOP.
2. Food & drinks are not allowed outside the kitchen with the exception of clear water Food can not be eaten in rooms, As for the clients at Hale Ave, there are 2 kitchens and the meeting room they can eat there also, but no eating during Group or IOP.
3. Beds ARE MADE UP every morning when you get up to start your day NO EXCEPTIONS, floor swept, mopped, trash removed and nothing on or hanging off from beds or dressers at any time. This is your living space keep it neat and clean.
4. Do not go into a room that is not assigned to you.
5. No destruction of property, including hanging things on the walls.
6. Showers are required every 24 hours.
7. Clients should be up with feet on the floor by 7:15AM, dressed as if they were going to work with rooms clean, homework done and ready for the group in the group room by 8AM.
8. All chores should be done by the person assigned to the specific chore twice a day. We are growing and learning to do things that will be required of us once we leave here and no one learns by enabling or being enabled by others. Deep clean must be done before free time. Every time a chore is done it should be checked by Peer, House manager or Monitor.
9. All medication is to be stored and taken with a staff member present in the house manager's room. This includes tylenol, tums, cold medicine, etc. Do not take any medication from a store or pharmacy without staff being present. Medication times are as follows:
M-F 7:15-7:40 AM Sat. & Sun. 10-11 AM
S-TH 8-10 PM Fri. & Sat 8-10 PM

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If you need medication outside of these time frames you must make arrangements with the House manager prior to the time you need the medication and this needs to be approved by the Director.

10. If you are asked to be checked at the ER, an urgent care center, or by any other provider you must do so, failure will be viewed as noncompliance and you will be terminated from the program.
11. Laundry is to be done on your assigned day. You are also responsible for any house laundry on that day ie. towels and bedding, To do laundry on another day you need to check with the person assigned to that day and then get it approved by the House manager before the switch.
12. Hair is not to be colored or bleached inside the house as it will stain the appliances and tubs and sinks.
13. Feet should be off the floor, lights out, tv's & cell phones off by 11PM Sun-Thur and 12AM on Fri.-Sat.
14. No music, phone calls, podcasts or tv is to be played without headphones and when you go outside for any reason you must use the headphones, respect everyone's privacy
15. There should be no lending/borrowing, buying/selling or trading between clients and/or staff.
16. Mail gets picked up by the house mgr. Or peer, and should only be distributed by the house manager or a peer. All packages will be opened in front of the client with HM or a Peer present.
17. Any time a client misses program hours, documentation must be provided for your whereabouts and you should text the peer every 15 mins.
18. Pass requests should be turned in 1 week prior to requested time off and there will be NO PASSES given out for New Years Eve. You will be allowed to attend any AA/NA conventions going on at that time locally, and curfew will be determined at that time also.
19. Blackout period of 2 weeks during which there is no free time outside of the house. Meetings and back with 1/2 sisters at the discretion of the peer.
20. Once you finish IOP or if you are not doing IOP you must be seen by a therapist on a monthly basis.
21. Clients are responsible for transportation to and from all Doctor appointments. A client may accompany you for your first trip if you have never ridden a bus before. If you are having a procedure that requires you to have someone present and a ride home this must be scheduled with the peer to accommodate this request.
22. Hygiene products will be given to new clients on request, once a client moves up in the phases and starts employment they are responsible for their own hygiene products.
23. A client will have access to a chest of drawers, laundry basket, bedding which includes a sheet set top bottom sheet, pillowcase, a blanket, comforter, 1 pillow, shower caddy, 1 plastic underbed storage. This is all property of SHOH and will stay on the premises at all times and will be respectfully taken care of.
24. HIP Restrictions-Client can not leave property. Must get a schedule from the judge in order to leave property, and this schedule will be done once a week. If you leave the property without an approved schedule apt. YOU WILL GO BACK TO JAIL NO EXCEPTIONS.

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Consequences

Not doing chores/ leaving without doing chores

1. Verbal warning- Fix it PR for the day
2. Written Warning- Fix it PR 1 weekend
3. Call Director

Not out of bed by 7:15 AM / No documentation for appointment or work

1. Verbal warning- PR for the day
2. Written Warning- PR weekend
3. Call Director

Failure to get meeting requirements

1. Verbal warning- 1 extra meetings
2. Written Warning- 2 extra meetings
3. Call Director

1 hour late from Curfew

1 24hr. Blackout that will be carried out over the next following weekend.

Write ups

If a client receives 3 write ups in 1 month time the client will be terminated
From the program.

Use of vulgar language used against another client, house mgr., peer or owner
Will result in termination from the program.

If a client is caught stealing from another client, hse. Mgr. or peer you will be be
Terminated from the program

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Failure to comply with these responsibilities and house regulations will result in consequences including: papers, extra meeting attendance, loss of phone privileges, property restriction, recovery focus and termination from the program and/or house.

Signature: _____

Date: _____

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