



## Management Plan

### Reclaim Recovery Louisville, LLC

3116 Breckenridge Ln Louisville, KY 40220

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#### 1. Facility Purpose and Use

Reclaim Recovery Louisville, LLC (“Reclaim”) proposes to operate a professionally managed behavioral health and substance use treatment facility providing outpatient, intensive outpatient, partial hospitalization, and residential treatment services for adult participants.

The facility will function as a licensed healthcare use and recovery-oriented treatment setting, operating in compliance with all applicable state licensure requirements, accreditation standards, Medicaid regulations, and Louisville Metro zoning and land-use requirements. Operations are designed to ensure public safety, compatibility with surrounding properties, and minimal impact to the neighborhood.

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#### 2. Services and Levels of Care

The facility will provide a continuum of treatment services consistent with nationally recognized ASAM criteria. Services offered on-site include:

- Intensive Outpatient Program (ASAM Level 2.1)
- Partial Hospitalization Program (ASAM Level 2.5)
- Clinically Managed Low-Intensity Residential Treatment (ASAM Level 3.1)
- Clinically Managed High-Intensity Residential Treatment (ASAM Level 3.5)

Clients may transition between levels of care based on clinical need and treatment planning. All services are delivered within structured schedules and under professional supervision.

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#### 3. Staffing and On-Site Supervision

The facility will maintain **24-hour, 7-day-per-week on-site staffing coverage** to ensure supervision, safety, and operational oversight at all times.

Staffing includes licensed clinicians, substance use counselors, case management staff, peer support specialists, nursing staff as required by level of care, coordinated medical and psychiatric providers, administrative staff, and operations, maintenance, and security personnel.

Staffing levels and supervision intensity vary by level of care and time of day, with enhanced staffing presence during residential and evening hours. All staff operate under established policies governing training, supervision, conduct, and scope of responsibilities.

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#### 4. Program Operations and Client Supervision

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All programming is structured and scheduled. Clients are monitored for attendance, participation, and compliance with program requirements.

Intensive Outpatient and Partial Hospitalization services are provided on-site. Clients participating in these services may reside in supportive housing at the facility but remain subject to supervision, program rules, and treatment participation requirements.

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## 5. Residential Treatment Operations

Residential treatment services are limited to ASAM Levels 3.1 and 3.5 and operate as a clinically managed healthcare environment.

Residential operations include:

- Structured daily schedules
- Continuous staff supervision
- Required participation in treatment services
- Enforced behavioral expectations and accountability standards
- Ongoing clinical monitoring

Residential treatment areas are operationally distinct from intensive outpatient and partial hospitalization supportive housing.

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## 6. Supportive Housing for Outpatient and Partial Hospitalization Clients

The facility includes supportive housing accommodations for individuals enrolled in Intensive Outpatient (2.1) and Partial Hospitalization (2.5) services.

Key operational characteristics include:

- Housing is contingent upon active participation in treatment services
- The facility is not a locked or secured detention facility
- Residents may enter and exit the property with staff accompaniment. To leave the property, residents must have approved passes and exit at designated times
- Access to the building is controlled through secured entry points with keypad systems. In the event of an emergency, fire safety systems will automatically release and unlock doors to ensure safe egress
- Clients remain subject to monitored supervision, curfews, drug and alcohol screening, participation requirements, and behavioral rules
- Staff provide ongoing oversight to ensure safety, accountability, and compliance

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Failure to comply with program requirements results in clinical reassessment and, if necessary, discharge planning.

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### **7. Safety, Security, and Facility Management**

The facility will operate under formal safety and risk-management protocols designed to protect clients, staff, and the surrounding community.

Measures include:

- Continuous on-site staffing
  - Security presence or monitoring as appropriate
  - Controlled access to treatment and housing areas
  - Routine drug and alcohol screening
  - Incident reporting and response procedures
  - Coordination with emergency services when required
  - Regular facility inspections, maintenance, and environmental safety checks
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### **8. Exit, Discharge, and Transportation Procedures**

Reclaim maintains a formal Exit and Discharge Management Plan applicable to all program participants, including voluntary discharges, administrative discharges, and departures against medical advice.

Procedures include:

- Clinical intervention and risk review prior to discharge when feasible
- Completion of discharge and safety planning
- Coordination of referrals or community resources as appropriate
- Staff-facilitated transportation off the property using agency vehicles, contracted transportation providers, or coordinated community transport
- Documentation of discharge and transportation arrangements

Discharged individuals are not permitted to remain on or around the property following exit.

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### **9. Traffic, Transportation, and Parking Management**

The facility is designed to minimize traffic and parking impacts.

- The majority of vehicles accessing the site are staff vehicles

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- Client transportation is largely provided through group transportation services, reducing individual vehicle use
- Parking and circulation are managed in accordance with Louisville Metro zoning requirements

Minimal traffic impact is anticipated.

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### **10. Neighborhood Compatibility**

Facility operations are structured to ensure compatibility with surrounding land uses. Policies governing client behavior, transportation, visitor access, and property use are strictly enforced.

The program supports public health and safety by providing structured, supervised treatment services, reducing unmanaged behavioral health and substance use issues within the community.

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### **11. Regulatory Compliance and Oversight**

The facility operates under and complies with:

- Kentucky Alcohol and Other Drug Entity (AODE) licensure requirements
- ASAM criteria
- CARF accreditation standards
- Medicaid regulations
- DBHDID oversight
- Louisville Metro zoning and land-use requirements

Ongoing quality assurance and regulatory monitoring ensure continued compliance.

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## Sample Clinical Programming Schedules

### Reclaim Recovery Louisville, LLC

3116 Breckenridge Ln Louisville, KY 40220

### Level of Care Intensity Explanation

Residential treatment (ASAM Levels 3.5 and 3.1) represents the highest level of care provided within the facility, offering a structured, 24-hour supervised environment with a minimum of 40 hours per week of clinical and recovery-focused programming. Residents participate in multiple daily therapeutic groups, individual sessions, case management, and evening recovery activities, with continuous staff oversight.

Partial Hospitalization (ASAM 2.5) provides a moderate level of intensity, consisting of a minimum of five (5) hours of clinical programming per day, while allowing for additional structured support and supervision outside of clinical hours. Intensive Outpatient (ASAM 2.1) provides a lower level of clinical intensity, consisting of approximately three (3) hours of group therapy per session, at least four days per week, supplemented by individual therapy and case management services.

This tiered approach ensures that residents receive services appropriate to their clinical needs while maintaining structure, supervision, and accountability across all levels of care.

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### ASAM 3.5 & 3.1 – Residential Treatment

(Minimum 40+ hours/week clinical programming)

Monday–Sunday

Time	Activity
6:30 AM – 7:30 AM	Wake-Up / Hygiene / Room Checks
7:30 AM – 8:00 AM	Breakfast
8:00 AM – 8:30 AM	Medication / Nursing (as applicable)
8:30 AM – 9:00 AM	Morning Reflection
9:00 AM – 10:15 AM	Clinical Group Therapy (1.25 hr)
10:15 AM – 10:30 AM	Break
10:30 AM – 11:45 AM	Clinical Psychoeducation (1.25 hr)
11:45 AM – 12:30 PM	Lunch

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<b>Time</b>	<b>Activity</b>
12:30 PM – 1:30 PM	Individual Therapy / Case Management (1 hr)
1:30 PM – 2:45 PM	Clinical Process Group (1.25 hr)
2:45 PM – 3:00 PM	Break
3:00 PM – 4:00 PM	Recovery Skills Group (1 hr)
4:00 PM – 5:00 PM	Free Time (Supervised)
5:00 PM – 6:00 PM	Dinner
6:00 PM – 6:45 PM	Chore Time
6:45 PM – 7:45 PM	Evening Recovery Group / Peer Support (1 hr)
7:45 PM – 9:00 PM	Free Time (Supervised)
9:00 PM – 10:00 PM	Curfew / Room Time
Overnight	24/7 Staff Supervision

**Clinical total: approximately 6.75 hours per day (40+ hours per week)**

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### **ASAM 2.5 – Partial Hospitalization Program (PHP)**

**(Minimum 5+ hours/day clinical programming)**

**Monday–Friday**

<b>Time</b>	<b>Activity</b>
7:00 AM – 7:45 AM	Wake-Up / Hygiene / Room Checks
7:45 AM – 8:15 AM	Breakfast
8:15 AM – 9:00 AM	Preparation / Check-In
9:00 AM – 10:15 AM	Clinical Group Therapy (1.25 hr)
10:15 AM – 10:30 AM	Break
10:30 AM – 11:45 AM	Clinical Psychoeducation (1.25 hr)
11:45 AM – 12:30 PM	Lunch

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<b>Time</b>	<b>Activity</b>
12:30 PM – 1:30 PM	Process Group / Relapse Prevention (1 hr)
1:30 PM – 2:30 PM	Case Management / Individual Therapy (1 hr)
2:30 PM – 3:30 PM	Recovery Skills Group (1 hr)
3:30 PM – 4:00 PM	Wrap-Up / Daily Reflection
4:00 PM – 5:00 PM	Free Time (Supervised)
5:00 PM – 6:00 PM	Dinner
6:00 PM – 6:45 PM	Chore Time
6:45 PM – 7:45 PM	Recovery Support / Peer Support
7:45 PM – 9:00 PM	Free Time (Supervised)
9:00 PM – 10:00 PM	Curfew / Room Time
Overnight	24/7 Staff Supervision

**Clinical total: approximately 5.5 hours per day**  
**Medical and nursing services provided separately as needed**

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### **ASAM 2.1 – Intensive Outpatient Program (IOP)**

**(3 hours group therapy per day; 9–12 hours/week total)**

#### **Track 1**

<b>Time</b>	<b>Activity</b>
7:00 AM – 7:45 AM	Wake-Up / Hygiene / Room Checks
7:45 AM – 8:15 AM	Breakfast
8:15 AM – 9:00 AM	Free Time / Preparation
9:00 AM – 10:00 AM	Group Therapy (1 hr)
10:00 AM – 10:15 AM	Break
10:15 AM – 11:15 AM	Group Therapy (1 hr)

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<b>Time</b>	<b>Activity</b>
11:15 AM – 11:30 AM	Break
11:30 AM – 12:30 PM	Group Therapy (1 hr)
12:30 PM – 1:30 PM	Lunch
1:30 PM – 3:00 PM	Case Management / Individual Therapy
3:00 PM – 5:00 PM	Free Time (Supervised)
5:00 PM – 6:00 PM	Dinner
6:00 PM – 6:45 PM	Chore Time
6:45 PM – 7:45 PM	Recovery Support
7:45 PM – 9:00 PM	Free Time (Supervised)
9:00 PM – 10:00 PM	Curfew / Room Time
Overnight	24/7 Staff Supervision

**Clinical total: 3 hours group therapy per day plus individual and case management services  
Medical and nursing services provided separately as needed**

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## **Track 2**

<b>Time</b>	<b>Activity</b>
7:00 AM – 7:45 AM	Wake-Up / Hygiene / Room Checks
7:45 AM – 8:15 AM	Breakfast
8:15 AM – 12:00 PM	Case Management / Individual Therapy / Recovery Activities
12:00 PM – 1:00 PM	Lunch
1:00 PM – 3:30 PM	Life Skills / Structured Activities
3:30 PM – 5:00 PM	Free Time (Supervised)
5:00 PM – 6:00 PM	Dinner
6:00 PM – 7:00 PM	Group Therapy (1 hr)

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<b>Time</b>	<b>Activity</b>
7:00 PM – 7:15 PM	Break
7:15 PM – 8:15 PM	Group Therapy (1 hr)
8:15 PM – 8:30 PM	Break
8:30 PM – 9:30 PM	Group Therapy (1 hr)
9:30 PM – 10:00 PM	Chore Time / Wind Down
10:00 PM	Curfew
Overnight	24/7 Staff Supervision

**Clinical total: 3 hours group therapy per day plus individual and case management services  
Medical and nursing services provided separately as needed**

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Updated & expanded  
from pre-app.



## Resident Rules, Safety, and Community Conduct

### Reclaim Recovery Louisville, LLC

3116 Breckenridge Ln Louisville, KY 40220

Reclaim Recovery Louisville is committed to maintaining a safe, structured, and respectful treatment environment for all individuals. The following rules apply to all clients participating in services and residing at or utilizing the facility. These expectations are designed to promote recovery, ensure safety, and maintain compatibility with the surrounding community.

Failure to comply with these rules may result in clinical intervention, behavioral contracts, increased supervision, reassessment of level of care, or discharge as clinically appropriate.

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### 1. Substance Use & Testing

- The use, possession, or distribution of alcohol, illicit drugs, or unauthorized substances is strictly prohibited.
- Refusal to submit to required drug or alcohol testing is grounds for immediate discharge.
- All clients will complete a urine drug screen upon admission.
- Random and scheduled drug screenings will be conducted throughout treatment.
- Clients suspected of being under the influence will be subject to immediate testing.
- Refusal to test, tampering with a test, or failure to provide a specimen within two (2) hours will be treated as a positive result.
- CBD products, Kava, Kratom, and Delta-8/9/10 products are prohibited and treated as illicit substances.

If relapse or a mental health crisis occurs, clinical staff will assess whether the client continues to meet medical necessity criteria and may recommend increased services, transfer to a higher level of care, or discharge with appropriate referrals.

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### 2. Weapons, Violence & Safety

- Possession of weapons, sharp objects, or any item that may be used to harm oneself or others is strictly prohibited.
- Any threats, intimidation, or acts of violence toward staff, clients, or others will result in immediate intervention and may result in discharge.
- Clients are expected to maintain behavior that supports a safe, cooperative, and recovery-focused environment at all times.

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### 3. Medications

- Only medications prescribed by a licensed provider and approved by the treatment team are permitted.
- Clients must take medications exactly as prescribed and comply with all medical recommendations.
- Medication storage and administration procedures must be followed as directed by staff.
- Narcotic or controlled medications will be reviewed on a case-by-case basis and may be restricted based on clinical appropriateness.

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### 4. Attendance & Participation

- Clients are required to attend all scheduled clinical services, groups, individual sessions, case management meetings, and assigned activities unless excused by staff.
- Active participation is expected and is a core component of treatment.
- Failure to attend or participate may result in make-up assignments, behavioral contracts, increased supervision, or discharge.
- Clients should not leave sessions without notifying staff. Brief, staff-approved cool-down periods may be permitted.

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### 5. Behavior, Cooperation & Searches

- Clients must communicate respectfully and follow all staff directions.
- Disruptive behavior, including profanity, verbal aggression, harassment, or intimidation, is prohibited.
- To maintain a safe environment, room searches and personal property searches may be conducted at any time.
- Refusal to comply with searches may result in discharge.

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### 6. Relationships & Boundaries

- Clients are expected to maintain appropriate boundaries with staff and peers.
- Romantic, sexual, or exclusive relationships between clients are prohibited.

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- Any behavior that interferes with treatment, creates conflict, or compromises safety will be addressed by staff and may result in intervention or discharge.
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### **7. Personal Property & Facility Use**

- Clients are responsible for securing their personal belongings.
  - Borrowing, trading, or sharing personal items is prohibited.
  - Reclaim Recovery Louisville is not responsible for lost, stolen, or damaged items.
  - Destruction or misuse of property may result in disciplinary action or discharge.
  - All personal belongings, packages, and outside items must be searched by staff prior to distribution.
  - Food and beverages are permitted only in designated areas.
  - Tobacco use is permitted only in designated outdoor areas and must be disposed of properly.
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### **8. Media, Technology & Confidentiality**

- Pornographic, explicit, or illegal materials are strictly prohibited.
  - Sharing or posting information about other clients without consent is a violation of confidentiality and HIPAA regulations.
  - Use of phones and electronic devices must not interfere with treatment.
  - Electronic devices may be restricted or prohibited at certain levels of care (including 3.5 and 3.1).
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### **9. Group Conduct & Participation Standards**

During all clinical and educational sessions, clients are expected to:

- Arrive on time and remain for the full duration
- Maintain confidentiality
- Listen respectfully without interrupting
- Participate honestly and appropriately
- Support peers in a respectful and non-judgmental manner

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- Avoid distractions and remain engaged

Failure to meet group expectations may result in interventions including seating changes, additional assignments, behavioral contracts, increased supervision, or discharge if necessary.

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## 10. Curfew & Facility Movement

- Clients must follow assigned curfews based on level of care and program phase.
  - Movement within the facility is structured and monitored.
  - Clients must remain in approved areas unless participating in scheduled activities.
  - Unauthorized movement or failure to follow curfew expectations may result in disciplinary action or discharge.
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## 11. Leaving the Property & Accountability

- Clients may leave the property only with staff approval, approved passes, and during designated times.
  - Staff accompaniment may be required based on level of care or clinical status.
  - All departures and returns are monitored and documented.
  - Failure to return as scheduled or leaving without authorization may result in clinical reassessment or discharge.
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## 12. Loitering & Community Conduct

- Clients are not permitted to loiter on or around the facility, neighboring properties, sidewalks, or parking areas.
  - Clients must remain inside the facility or within designated outdoor areas unless engaged in approved activities.
  - Clients are expected to respect the surrounding community at all times.
  - Excessive noise, disruptive behavior, or any activity that impacts neighboring properties is prohibited.
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## 13. Visitors

- Visitors are permitted only during designated hours and with prior staff approval.

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- All visitors must follow facility rules and may be subject to screening procedures.
  - Visitor privileges may be restricted or revoked to maintain safety and program integrity.
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#### **14. Transportation**

- Transportation is coordinated and supervised by the program whenever possible.
  - Clients may not arrange unauthorized transportation.
  - Clients are not permitted to congregate in parking areas or pick-up zones without approval.
  - All transportation activities are structured to maintain safety and accountability.
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#### **15. Discharge & Exit Procedures**

- Discharge planning is conducted for all clients, including referrals and continuity of care.
- Transportation from the facility will be coordinated by staff when appropriate.
- Clients are not permitted to remain on or near the property following discharge.
- Re-entry following discharge requires clinical reassessment and approval.

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