



## **House Rules-Requirements-Guidelines**

It is important to know that you are choosing to live in a Clean, Shared, Sober Recovery Residence. Being successful and continuing in this program is heavily dependent upon your continual good behavior and cooperation. Unruly, disruptive and disrespectful behavior **WILL NOT** be tolerated. You are encouraged to be an **HONEST PERSON** with **INTEGRITY AT ALL TIMES**.

- Our highest values are tranquility, cooperation and personal safety.
- Threats of violence Will Not Be Tolerated, **cause for termination.**
- Obstructing the authorities and or Department of Corrections (DOC) is **cause for termination.**
- Discussion about other program participants' background and/or warrants with non-program participants is prohibited.
- We have these rules because they are consistent with Community Placement practices.
- Participants who are not on Community Placement are expected to comply. • **LANDLORD TENANT RULES DO NOT APPLY TO TEMPORARY HOUSING** • Please review below carefully as **you will be expected to comply.**

**NO DRUG USE OR ALCOHOL USE – CBD & (THC) MARIJUANA**  
**NOT ALLOWED**

**RCW 59.18.550 Drug and alcohol-free housing – Program of recovery – Terms – Application of chapter governs the terms of this agreement.**

Any contact with Illicit drugs and or alcohol and or violation of any of the following rules may result in dismissal. Your initials and signature indicate your understanding and agreement to abide by these rules.

We employ a Peer Support Counselor. Everyone is expected to interview with the Peer Support Counselor when you are first housed. The Peer Support Counselor will review each one of these rules with you. The Peer Support Counselor is highly skilled and will provide information about recovery support and find resources for you. The Peer Support Counselor is your first call if you have a conflict or problem.

We work with several agencies that provide therapy and medication support for our program participants. **If you are in a program, you are expected to follow the rules of the program.**

By signing this agreement, you understand that breaching the safety of the house, or when someone exits, will lead to a change in door codes. The Department of Corrections has automatic entry into the house and via their own door code.

Please do not damage the house or its contents. You will be responsible for the cost of repairing any damage you cause.

Please let us know your preferred pronouns. We honor your preference.

Consumption or possession of alcohol in any form is strictly prohibited.

Use or possession of illicit drugs in any form is strictly prohibited.

Use and or possession of drugs and or alcohol on site will result in immediate dismissal.

If you supply or give drugs to any program participant or are caught dealing drugs on

or off property, you will be asked to leave and may get your belongings within 21 days.

You MUST be clean and sober at all times. You will have a baseline urinalysis (UA) when you arrive that must reflect a negative result. **Participants are required to submit to a drug and alcohol test at any time as per request.** A refusal and or failure to provide an adequate sample will be treated the same as a positive test result. Any attempt to cheat or circumvent a test will result in immediate dismissal. **You will be charged \$15 per UA for follow-up UAs.**

**No alcohol or illegal drug use permitted. No marijuana (THC)/CBD or using prescription drugs that does not belong to you. No cough syrup, unless it is prescribed. Any prescribed medication must be kept in the lock box we provide. Bringing fentanyl into the house is cause for immediate termination and payment for a hazmat removal.**

You agree to work with us to define your specific recovery goals and relapse prevention plans.

Stealing is strictly prohibited. Taking someone else's food is considered stealing. Bringing stolen goods into the house or on the property is considered stealing. Taking someone's medication is stealing. If caught, it will result in immediate dismissal.

Daily attendance at 12-Step meetings is strongly encouraged or recommended; the minimum attendance requirement is **(5) five times a week.**

- **The weekly House meeting counts as (1) one of your five.**
- MAT, there are meeting options available. Please see the House Manager for details.
- **If unemployed, you must attend (2) two meetings per day until you have a job.**

Participants are encouraged to maintain a Home Group environment.

**Do not have an expectation of privacy.** Rooms are shared and may be searched for drugs or contraband at any time. Putting a lock on your door is cause for termination.

You are not allowed to ask other program participants to execute paperwork for the courts or any other group.

Participants are required to maintain a working relationship with a Caseworker, Social Worker or Sponsor.

**EMPLOYMENT:** Participants are required to maintain employment or attendance at school.

- You must find a job within 14 days of moving in or be enrolled in school at least part-time.
- If at any time a program participant becomes unemployed or not enrolled in school and is capable of working (not injured or sick), he or she must actively seek employment from 8:00 am - 5:00 pm, Monday through Friday and is not permitted at the house during this time.
- A program participant's employment is prohibited from interfering with their adherence to any of the other terms of this agreement.
- Overnight shifts are not permitted.

Behavior considered to be of "conflict of interest" (i.e., sponsorship, employment, dating, etc.) between Participants is strictly prohibited.

Smoking and vaping inside the home is strictly prohibited. Smoking is allowed in designated outside areas ONLY. Please clean up your smoking materials. Discarding them in inappropriate locations is prohibited. **This is a smoke free residence.**

Participants are responsible for their personal items and belongings. Participants are responsible for the security and safekeeping of their own personal items or belongings. Participants are also to pack and carry their items or belongings when they depart. If for any reason this does not occur, the program participant may contact the House Manager regarding the retrieval or disposition of personal items or belongings. **Personal items or belongings will not be stored for more than 30 days.**

**PROPERTY STORAGE:** Upon vacancy, AWOL status or arrest, any personal property left more than 30 days will be considered abandoned and will be donated to charity or disposed of. Please plan to have someone collect your items if you cannot do so.

Disruptive/discourteous behavior will not be tolerated and can/will result in dismissal.

Guests are strictly prohibited **unless approved in advance** by the staff or House Manager for family members visiting on the day you move in, after that **NO VISITORS ARE ALLOWED!!**

**No men or women who are not members of the house can be invited into the house. The security of your room and house depends on this house rule.**

House Meetings are held weekly at a specific date and time determined by the House Manager **and attendance is Mandatory for every program participant.**

**CURFEW: New program participant curfew is 8:00 pm every night for the first 30 days of our program.**

- All others must be in by 10:00 pm Sunday through Thursday
- 11:00 pm with lights out by 11:59pm Friday and Saturday.
- No exceptions unless approved by the House Manager. Participants must adhere to more strict curfews when required (i.e., Parole, Probation, etc.). Failure to return to the house on time can or will result in dismissal.
- If your work shift puts you out past curfew, communicate this to the house leadership team
- **We enforce the curfew unless you have a check out slip from work. You will be asked to provide a work schedule to the House Manager.**

**CURFEW: House quiet time is 10:00pm to 5:00 am.** Any activity (i.e., Lights, TV, Telephone conversations, etc.) that disturb another program participant's ability to sleep/rest is prohibited.

**CURFEW: Overnight/weekend passes are to be submitted to the House Manager a minimum of one week in advance and after 30 days of our program.** Authorization will be granted at the discretion of the House Manager. Participants are required to provide a clean UA test upon return.

**CURFEW: NO CALL – NO SHOW for 48 hours will result in the loss of your bed.** Please contact your House Manager if you plan on being gone longer than 48 hours **with approval.**

**\*\*NOTE:** DOC officers, Drug Court Therapists, HARPS Peer Support and your counselor (not House Managers), are the only ones that can give permission to spend the night somewhere else. **SFF must be notified in writing immediately if you will be absent with approval from a counselor.**

**We check whether you have permission to be absent.** There is a 30-day blackout with most external programs who provide program participants to our housing.

Participants are not permitted in any bedroom other than their own without permission from the participant(s) residing in that room; they must also be accompanied by the permitting participant.

**UTILITIES AND GARBAGE: Energy conservation** is everyone's responsibility. Please turn off lights, water, and heat when not in use. Garbage must go out on the appointed day. It is up to everyone to make sure the cans are outside. Do not open windows or doors when AC/Heat is on.

Turn off lights, TV's, radios, fans, etc., when not in use.

Thermostat is to be adjusted by the staff or House Manager only.

**FOOD:** Bring in your own food. Some shared food is available. Register with SNAP/Basic Food for food stamps if needed. We can help.

**CHORES:** Chores are required to be completed daily. The House Manager is responsible for chore assignment and completion. Chores will be assigned weekly. The chore list is posted in the kitchen. if you cannot do your chore(s), you need to make arrangements with another program participant to cover them for you. The house will be deep cleaned every week. Chores will include thorough cleanup of common areas (kitchen, bathrooms, living room). Each program participant is responsible for cleaning up after themselves and participating in

communal chores as necessary. Failure to complete assigned chores can result in dismissal.

**CHORES:** Immediately clean up any area you use (Kitchen, Bathroom, and Common Areas). It is expected that you will thoroughly clean the bathroom after your use.

**CHORES:** Kitchen appliances, counter-tops, utensils, dishes, pots, pans, etc. will be cleaned and returned to their respective place (immediately) after each use.

**CHORES:** A good general clean-up of all areas inside and outside the home is always required.

**CHORES:** Rooms will be kept orderly and clean. Beds are required to be made upon awakening. Respective areas are to be kept neat, clean, and picked up at all times. No food allowed in bedrooms to prevent unwanted insects/critters. Trash should be emptied daily. Rooms are shared rooms unless you are a House Manager. If there is an open bed in your room, you are responsible for maintaining the bed. You may not use the spare bed, dresser, or closet. You may not change your bed, room, or house without written permission from the DOC, drug court, the house owners, and the House Manager.

Animals are NOT allowed due to other participant allergy concerns, flea infestations, sanitary issues, or the general safety of others. Service animals **may be accepted** ONLY with legitimate documentation, though if any of the concerns listed above prevail, a request for a service animal can be denied.

Participants are required AT ALL TIMES to DRESS APPROPRIATE in common areas.

Sleeping by participants in common areas is prohibited.

Refrigerator – All food must always be covered or be put in a storage container.

**PRIVACY (1):** Some program participants are on Community Placement; the Department of Corrections will have full access to the premises. You should be polite to anyone who enters the home with a request for information.

**PRIVACY (2):** Since program participants are in transition for various reasons, we will neither confirm nor deny that they live here.

**PRIVACY (3):** Program participants and staff should be mindful when posting information on social media platforms regarding the program participants in the home to avoid violating their personal privacy and protection.

If you borrow from and, or loan to others, it is at your own risk. All program participants are responsible for their own security and the security of their possessions. Program participants storing personal belongings in common areas store them at their own risk. Property left over from moving out or being dismissed may be disposed of after 30 days unless other arrangements have been made.

The computer, printer and associated supplies/furniture are to remain in the common area.

**All Over the Counter and prescribed medication(s) and or controlled substances will be stored in a locked container, labelled and showed to the House Manager. Any program participant exhibiting drug seeking behavior, using any prescribed medication or controlled substance unknown to the House Manager or misuse of medication exceeding dosage of prescribed medication or controlled substances will be dismissed.**

**CARS:** If you own a vehicle, it must be functioning and not in disrepair (leaking oil, smoking, loud muffler) you must also have proof of registration, driver's license and insurance. Parking is first come first served. There is no assigned parking. If you damage someone's car, it is your responsibility. **We do not get involved. We do not allow junk (project) cars that are not running on any property. Program participant's cars are subject to random searches.**

**When you exit the house, you may not take house supplies, furniture, or anything that does not belong to you. We will follow up immediately if something is missing.**

Signing in and out of the house is required when leaving and arriving.

**You are required to follow your treatment plan with your health care team.**

You must identify any merchandise that you own that has a value of greater than \$50 when you enter our home and have paperwork signed by the House Manager. We are not responsible for merchandise of value.

Program participants will take responsibility for their own health and respect the health and safety needs of all other program participants and will take precautions (hand washing, extra cleaning of surfaces, limiting interaction with other Participants, appointment with a physician (if necessary) when aware of or experiencing exposure to bodily fluids and communicable diseases.

Program participants agree to each of the following (check all that apply):

- Work, go to school, or volunteer outside of the residence
- Participate in mutual aid or caregiving
- Participate in social, physical or creative activities
- Participate in daily or weekly community activities

**GRIEVANCE POLICY:** If you have any problems with your house, please contact your House Manager, peer support or founders in person or in writing. Your grievance will be addressed within 72 hours of receipt and a determination of resolution will be provided in writing. No repercussions will come to anyone who files a grievance. **For immediate service, please contact Sherry Nichols - Director (661)-699-0669 or WAQRR (253) 293-5208.**

### **INVOLUNTARY TERMINATION OF RESIDENCY**

\* Knives, Guns, Tasers, Brass knuckles, etc. are not permitted AT ANY TIME! If found, items will be removed, and dismissal will be issued.

\*House Manager (staff) may inspect in and around bedroom property or belongings at any time and within reason, for the safety and protection of all Participants.

Involuntary termination of residence shall include, but is not limited to:

- Use or possession of alcohol, drugs, drug paraphernalia, guns, knives, other weapons.
- Selling illicit drugs on or off the property.
- Abuse of over the counter or prescription medications.
- Possession of stolen goods or any theft.
- Unwanted guests on the property.
- Physical violence or threats of any kind. This includes anyone you let in the house.
- Consistent violation of curfew.
- Consistent Violation of house rules.
- Having food in your room that leads to ants or other damages.
- Stuffing anything down the toilet except toilet paper.
- Damaging the house intentionally.
- Bringing alcohol or drugs into the house with the intention of using or sharing these substances.

### **Program TERMS AND CONDITIONS**

- I agree to always comply with the house rules and expectations.
- I understand that it is necessary to be polite to the Department of Corrections and any support personnel for program participants.
- I understand that peace, cooperation, and kindness are key values and will do my best to support the people in the house.
- I understand that if I have a conflict with anyone that the House Manager, the Peer Mentor, and Nicola Johnson will help come to a resolution. We will work together as a team to resolve any conflict.

### **EMERGENCY CONTACTS:**

- **Contact #1:**

- **Name:** \_\_\_\_\_
- **Relationship to program participant:** \_\_\_\_\_
- **Contact Phone Number (Mobile):** \_\_\_\_\_
- **Contact Phone Number (Landline):** \_\_\_\_\_
- **Contact Address:** \_\_\_\_\_
  
- **Contact #2:**
  - **Name:** \_\_\_\_\_
  - **Relationship to program participant:** \_\_\_\_\_
  - **Contact Phone Number (Mobile):** \_\_\_\_\_
  - **Contact Phone Number (Landline):** \_\_\_\_\_
  - **Contact Address:** \_\_\_\_\_
  
- **Contact #3:**
  - **Name:** \_\_\_\_\_
  - **Relationship to program participant:** \_\_\_\_\_
  - **Contact Phone Number (Mobile):** \_\_\_\_\_
  - **Contact Phone Number (Landline):** \_\_\_\_\_
  - **Contact Address:** \_\_\_\_\_

Program participant: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

House Manager/Staff Member \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*\*Required for National Alliance of Recovery Residence Standards compliance.*

BEYOND THE HORIZON FOUNDATION PROGRAM