

# HOUSE RULES

**Rules are subject to change. Ask for current rules prior to admission or upon admission.**

**1. Possession or use of alcohol, drugs or weapons is strictly prohibited.** Possession includes anywhere on Making A Way Housing property. This includes any product that contains alcohol i.e., mouthwash, after-shave, over counter medicines, etc. All prescribed and over the counter drugs must be held and dispensed by the House Manager. Violation will result in discharge.

**2. Drug Testing** is mandatory if asked to submit to an alcohol/drug test. If the results are positive or the resident refuses the test, the resident will be immediately discharged or offered appropriate consequences to be determined by the director.

**3. Threatening, violent, and/or aggressive behavior** is grounds for discharge.

**4. No smoking in resident's bedrooms. No incense, candles or anything flammable allowed anywhere in the house at anytime. No food or drink** in bedrooms.

**5. A Sponsorship Report is due within 7 days from admission.** Sponsors including temporary sponsors must have a minimum of 5 years clean/sober and be a Making A Way Housing approved sponsor. Sponsor must have a sponsor and have worked all 12 steps with a sponsor from the directions in the AA Big Book or NA Basic Text. Sponsor cannot be an employee from the resident's treatment center or case management. Sponsor cannot be a member of another recovery house. Working the steps with the house does not exempt resident from working the steps with a Sponsor from the AA Big Book or NA Basic Text.

**6. Attendance at AA/NA/CA meetings is mandatory.** A meeting slip must be **signed** including **telephone numbers** by chairpersons or members recommended by the chairperson showing attendance at a minimum **1 meeting per day** (7 meetings per week). Additional meeting requirements at director's discretion may be added. The meeting slip must be turned in to the House Manager each Friday by curfew. House Meetings, Aftercare (required), and group therapy count toward the 7-meeting requirement. Residents attending IOP are only required to attend 5 AA/NA/CA meetings per week (1-2 meetings on each day not in IOP) counting same as above. If enrolled in IOP, failure to comply with treatment will result in discharge from Making A Way Housing. The counselor must sign the meeting sheet to show your attendance. IOP patients contribute gas money to ride with residents that are approved to have cars. Aftercare is required for Alumni of treatment centers with local aftercare available.

**7. Required within first 3 business days** starting on the admission date. If unemployed upon admission, acquire proper ID's, physically report in person to the food bank & apply for food stamps before starting work. If employed upon admission, the food bank & food stamps apply at the director's discretion. Failure to comply may result in discharge.

**8. Privileges with the opposite sex are earned based on progress.** Until receiving consent from the director there are no phone calls, exchanging phone numbers, letters, visiting, riding in cars, or being alone with the opposite sex. Sexual comments, flirting behavior, and any more than brief interaction with the opposite sex are prohibited. Consideration for approval with no guarantee of approval for new relationships can be earned after verifying completion of the tenth step Violation of any part may result in discharge.

**9. Profanity** is not a sign of spiritual growth. Profanity in the presence of the opposite sex, children, and/or guests is prohibited.

## **10. Meeting Schedule**

**Monday:** NA Meeting 2-3:30PM

Women's NA Meeting 7-8:30PM

**Tuesday:** NA Meeting 2-3:30PM

**Brother to Brother 7-9:00 PM\***

**Wednesday:** NA Meeting 2-3:30PM

Disease Concept Group 5:30-7:00PM

**Thursday:** NA Meeting 2-3:30PM

Book Study 8-9:30PM

**Friday:** NA Meeting 2-3:30PM

Community Meeting (Mandatory) 6:00PM

Recovery @ Tha Compound 7- 8:30PM (Celebrations)

**Saturday:** Men's NA Meeting 10-11AM

NA Meeting 4-5:45 PM

**Sunday:**

NA Meeting 2-3:30PM

Disease Concept Group 6-7:30PM

Meetings with a star (\*) by them are outside meetings. Resident are transported by Making A Way van on a first come, first serve basis. Dorm residents and residents on restriction are given first priority.

**11. Guests** must be approved in advance by a staff member for **each** visit and a staff member must be present during all visitations. Immediate adult family members and pre-existing significant others that are not considered to be counterproductive to recovery by the director are strongly encouraged to attend a house meeting within one week of admission for orientation and to determine the frequency of future contact, if any i.e. phone, visits, and passes.

**12. Pornographic materials are grounds for immediate discharge.** For the purpose of Making A Way Housing's Spiritual Environment pornographic material includes any type of nudity.

**14. Support Team System** means doing together what we could not do alone. Residents run together supporting each other. After completing the twelfth step, resident is only required to sign in/out, make curfew, and turn in a meeting sheet each week as long as they are not behind on their fees.

**15. Additional and separate rules** are based on individual's history or performance at Directors discretion.

**16. Cost- \$125 per week and a \$125 non-refundable deposit at time of admission.** Administrative fees include a furnished room, utilities, cable. Making A Way Housing does not provide food, linens, or household items; however, we do have extra bed linen for those in need. Fees are due on resident's payday and are applied on Friday. Residents are required to come straight home from work on payday and Manager is required to be there to collect. Fees are paid from check to check (weekly, every 2 weeks, twice per month or monthly.) If you are behind on your fees, you must physically hand any type of check received directly to the manager. The manager will cash your check and you will keep 20% until your fees are brought current. If resident receives any cash from any source, he/she must bring 80% of your pay to the manager. The Director must approve odd jobs in advance. Waiters/waitresses are to provide food sales reports for each shift. They must pay 80% of 15% of gross sales plus 80% of paycheck. Noncompliance of any part of this rule may result in discharge.

**17. No debt** shall be incurred between any residents or with guests. This includes loans and sales.

**18. Attitude of gratitude is required. Dishonesty, Undermining, and Enabling are grounds for immediate discharge.** Bad mouthing of Making A Way Housing, staff, or any other recovery organization will not be tolerated. Making A Way Housing problems should be discussed in house meetings. Enabling another resident to break a rule may have the same consequences as breaking the rule. Love former residents that were non-compliant from distance - no contact until further notice by the director. Violation of any part of this rule could result in discharge.

**19. Transportation is the resident's responsibility.** Making A Way Housing can assist with a discount on bus passes and day labor sources to help obtain money for bus passes or gas money when riding with other residents that are approved to have a car. All vehicles must be approved in advance by the director. Consideration for approval with no guarantee of approval for one vehicle per resident can be earned if not approved upon admission as in some cases. Possession of a vehicle is prohibited without a valid driver's license and insurance policy. No vehicle repairs on the property for the purpose of resale, income, or personal gain

**20. Lost or stolen property** is not the responsibility of Making A Way Housing at any time regardless of what anyone says or does.

**21.** Residents that have completed 12 steps with a sponsor and are current with their rent are trusted to follow all the rules on their own until proven different and will use a sign in/out sheet. However, residents choosing to become staff will always be on the regular schedule and will not date.

**22. If resident leaves or is discharged and is noncompliant,** there are no refunds. Resident's property will be outside for 24 hours and then disposed of. Non-compliant residents will not be allowed to.