



HOUSE RULES & CONSEQUENCES:

- Abstain from the use of alcohol and drugs on and off premises at all times.
- Residence houses females only.
- Relapse starts prior to using alcohol and/or drugs. This includes drug seeking behavior. RTR prohibits both the use and the behavior.
- Residents are to comply with toxicology testing. Failure to comply will result in dismissal.
- If you decline cessation tools for smoking, only smoke in designated smoking areas. This includes vaping.
- It is not required to enroll in clinical services but resident is required to follow aftercare plans if recently in IOP or any other program.
- Personal storage of prescription and non-prescription drugs is prohibited. Policies for personal lock box are required to be followed. Medications, including over the counter are never to left out in the open.
- *Manager* must approve any new or modified medications, including OTC medications and supplements. Items are documented and contained in lock box for the safety of residents and staff.
- Drug and breathalyzer screening:
Residents fee for screening upon admission and mandatory screenings are included in resident deposit. Failure to submit will be considered a positive test. Random urinalysis is administered at no expense to the resident.
However, if results are positive, it is a violation and the resident is responsible for the cost of the screening. Screening cost is \$17.00.





HOUSE RULES & CONSEQUENCES:

- Residents are provided 24-hour safety and surveillance.
- Any guests/visitors must be approved by a manager prior to visiting the residence.
- Everyone is to respect thy neighbors by following the Good Neighbor Policy.
- *Roots to Recovery* does not provide the everyday care pregnant females are in need of however, we do not discriminate if our home is appropriate for her sobriety. It is mandatory that pregnant females maintain medical insurance during the time she resides at *Roots to Recovery*.
- Maintain daily treatment plans with physician(s), counselor(s), relapse prevention (ACRPS), behavior therapy, and any additional treatment organizations.
- Maintain mandatory holistic therapy, alternative support group within local community (such as AA/NA/CA), and community service activities. *Support groups and activities need a signed attendance sheet.*
- Gambling is not tolerated on or off property and is cause for a violation.
- Lying, stealing, cheating is not tolerated and is grounds for dismissal.
- Absolutely no weapons or items that may be mistaken as a threat allowed on property.
- Respect and follow *Roots to Recovery* curfew policy.
- Park only in *Roots to Recovery* designated parking spots.





HOUSE RULES & CONSEQUENCES:

- Maintain up-to-date fees, responsibilities, and chores.
- Drug seeking behavior or return to using drugs is grounds for dismissal.
- Failure to comply with drug testing is grounds for dismissal.
- Residents are responsible for their own damage to the property.
- It is mandatory each resident clean up after themselves, not doing so may cause a violation and fee.
- Residents remain responsible for personal hygiene and laundry.
- **House cleanliness:**
All clothing must be folded or hung up and beds made daily. Bedrooms, bathrooms, and common areas remain clean at all times. Food is not allowed in bedrooms. Beds are to be made upon awakening.
- Residents are not to remove any of *Roots to Recovery* property from the house.
- Absolutely no burning of candles, incense, vaping, or smoking inside the house.
- Residents are not to enter the house thru a window for any reason.
- Bicycles are not allowed inside the house. Residents may utilize garage space.
- Residents are restricted from all locked cabinets, drawers, and from going behind office desk, for any reason.





HOUSE RULES & CONSEQUENCES:

- For the health and physical safety of residents and staff, animals of any kind are not allowed in the house or on the property unless approved by a manager.
- **Overnight passes are not allowed during the first 30 days of the residents stay.** After 30 days, follow procedure request for overnight pass.
- All residents at *Roots to Recovery* are required to check in and out with the staff. This is so the staff is aware of your whereabouts if you are off premises. An estimated time of absence is requested,
- Remain employed or if receiving financial assistance or enrolled in school, complete 25 hours a week volunteer services other than mandatory community service.
- No job shall start prior to 5 A.M. or end after curfew. Maintaining job schedule and submitting a copy to *Roots to Recovery* is the residents' responsibility. Restricted places of employment include bars, clubs, casinos, and liquor stores.
- Residents are required to attend weekly *House Meetings*. They are held *Sunday 9:00 A.M.* During this time, residents can share how they are doing, level of participation is assessed, chores are delegated, and any concerns or grievances are addressed.
- Be courteous to the neighborhood and neighbors.
- Being disrespectful to residents, staff, or neighbors is not tolerated and may result in dismissal.





HOUSE RULES & CONSEQUENCES:

- Sexual relations and financial distribution are not tolerated and grounds for discharge of resident and dismissal of staff member.
- Roots to Recovery and staff are not responsible for resident's lost, damaged, or stolen belongings, nor can be held liable for injuries or damages caused by resident's carelessness.
- Personal property left by any resident will be kept by *Roots to Recovery* for seven days then donated to a non-profit organization.
- The house rules and agreement are subject to change at the discretion of Roots to Recovery.
- If resident becomes hostile, danger of harming themselves or someone else, or intoxicated, resident is discharged and/or escorted off property by a police officer.
- Residents consent for all policy and procedures are documented in their file.
- Resident's consent is captured for all policy and procedures.
- Guests/visitors must be approved by owner. No male guests ever on premises without owner consent and presence.
- IOP aftercare plans must be followed, if applicable.

The following are some instances why a fine would be given:

- Late, absent, or unexcused absence from any mandatory meeting
- Disruptive behavior to other residents or neighbors





HOUSE RULES & CONSEQUENCES:

- Late curfew
- Leaving doors and/or windows unlocked
- Leaving personal items in common areas or not cleaning up after oneself
- Not doing assigned chores

Notice of Fines

The following are examples of fines strictly enforced:

- Late to Mandatory House meeting or Family Dinner-(Each) \$10.00
- Absent from Mandatory House Meeting or Dinner (Without permission) -(Each) \$20.00
- Late curfew- \$20.00 (Work is not an acceptable excuse)
- Fail to pay rent on time or fail to stick to rent extension- \$20.00
- Fail to pay fines on time (due with rent)- \$10.00
- Leaving cloths in washer/dryer overnight- \$10.00
- Leaving kitchen, bathrooms, or common areas dirty- \$10.00
- Leaving main doors/windows unlocked when not present- \$20.00
- Creating any kind of hazard, using incents, candles, etc.- \$25.00
- Damaging Roots to Recovery's property: Resident must repair or pay for property & \$25.00 fine

By signing below, I understand and agree to follow the above House Rules.

Resident Print: _____

Resident Signature: _____

Manager Print: _____

Manager Signature: _____

Date: _____

