

Recovery Chapel®

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Care Plan Application for Men's Recovery Houses

Recovery Chapel is credentialed by the Department of Mental Health, Division of Alcohol and Drug Abuse to provide Recovery Support Services to adults that have a history of substance abuse. We are not a treatment or detoxification center and we do not allow people in our housing who appear under the influence of booze or drugs. Our drop-in center in Springfield is known as the Soul Café where there are 12-step and faith-based meetings throughout the week.

We offer support in three primary life areas: sobriety, housing, and employment. Our goal is to see each participant find a godly path and start to give back to the community. Our housing program is Christ-centered. Our sobriety programming is 12-step. Our employment programming is secular. We also engage the client's family as needed and hold the client accountable through meeting attendance verification forms, one-on-one pastoral counseling, cooperation with authorities, and group life-management sessions. Our staff members are overcomers who are well connected in the 12-step and faith communities.

Clients who are not interested in 12-step programming and faith-based support will usually find other alternatives better suited to their desires. Recovery Chapel will refer such clients to other support organizations as might be available. You will be required to attend meetings as part of your participation and there are housing rules that must be followed. Please read them carefully since the number one reason for failure in the program is ignoring house rules.

Preplanning

Recovery Chapel can work on a Care Plan up to six months prior to scheduled arrival. Submitting the application, scheduling a phone interview and being accepted into the program is the first step in the process. Thereafter, the Care Plan for those coming out of treatment or correctional environments is typically six months long. Other short-term programming is available with varying levels of support for people who have demonstrated an ability to live a sober life on their own.

_____ Client Initials

Personal Recommendations

Clients must have a recommendation that indicates the client is equipped to participate in a long-term spiritual-based sobriety program. The recommendation may be from a probation/parole officer or caseworker who can verify the client's participation in similar programming, or from a community-based volunteer, 12-step sponsor, or contract worker who has worked with the client for at least three months. Attach the recommendation(s) to the application, have them mailed as soon as possible.

_____ Client Initials

Program Fees

Program Participation Fees of \$80 per week include your room and some food. You must have \$160 or more in order to come into the program unless you are exempted by us. Exemptions are given dependent upon government programs that may be available at the time of your application and/or arrival date. If you have a job guaranteed to be available upon your arrival, we will work with you. Also, if you have high quality work skills and are physically fit, you might be allowed to participate in our Honest Days Work program. Our projects and workloads vary from week to week and month to month, so there are no guarantees of work being offered. It is not our responsibility to find you work and we don't always have work available within our Honest Days Work program, but our goal is to help you be successful. Still, in these tough economic times we have seen many motivated men not be able to make it financially and we are not able to carry them.

_____ Client Initials

Phase 1: Months 1 through 3

When you arrive, we will enroll you in our program, sign release forms, discuss physical needs, document goals, review our policies and limitations, setup a specific Care Plan, and assist you with community contacts and meeting directories. You will have a curfew for the first month and not be allowed overnight visits without special circumstances. After 30 days we will work with each individual to give them freedom that is appropriate for their circumstances. In any event, **the client must attend 90 meetings (12-step or faith-based) in the first 90 days, and at least one meeting EACH day. Some of the required meetings must be faith-based as determined by the Planning Team (Housing Manager, Chaplain, and Program Director).** The client is required to get a sobriety-centered sponsor or temporary sponsor within 2 weeks of arrival, and a member of the Planning Team must meet the sponsor within the first month. The first two days you will stay on-site and be busy learning our system and getting ready to go to work. Once oriented, you will either go to work for us (not guaranteed), find a job, or find another way to pay your program fees as you continue to participate in 12-step meetings and other sessions as may be determined by the Planning Team. You will have a roommate for the first 3-4 months, perhaps longer.

_____ Client Initials

Phase 2: Months 4 through 6

The client must attend at least 4 sobriety/faith meetings per week. If you have successfully completed the six-month program, you will partake in a special recognition ceremony and receive a certificate of completion. If you are an alumni who has successfully completed our housing program and not relapsed, you are always welcome at our Soul Café drop-in center.

_____ Client Initials

Recovery Chapel Care Plan Application for Men's Recovery Houses

Recovery Chapel Housing is only for those who have had past substance abuse problems/behaviors and who are willing to see their life change through a personal relationship with their Higher Power. We want you to learn to "party sober" and have fun in our community-based fellowship. You **MUST** stay sober no matter what and increase in personal responsibility. We strive for unity by showing gracious humility toward one another and by being of service to others. The relationship with a Higher Power directly impacts how much joy we can find on this path. We must let our Higher Power transform us and impact every aspect of our lives. While our staff members are Christian, we are non-denominational, nonjudgmental, and willing to work with you as long as you are honest, open-minded and willing.

Recovery Chapel is not a lock down facility. We provide a setting for people who want to permanently change their life through the development of a relationship with their Higher Power. Once that decision is made, we are no longer pursuing our needs and our desires, but of turning from our way and learning to follow our Higher Power a little bit more each day. Our goal is to assist you in becoming a good example for others. Nobody is forced to live in our facilities or stay in our facilities. People stay here by their choice to be productive and obey the rules.

(if you don't know an answer, do your best. You must be open and fully honest. Print clearly.)

Last Name: _____ First Name: _____ M.I. _____

Soc.Sec. #: _____ Date of Birth: _____ DOC#: _____

Current Institution: _____ There since: _____

Previous Institution: _____ How Long? _____

Probation/Parole Officer or Caseworker: _____ Phone #: _____

Please tell us how to setup a phone interview with the prospective client which will take place approximately one week after we receive the application:

Do you have \$160 available for the 1st and 2nd weeks room and board fee? _____ Yes _____ No

What income source will you use to pay monthly fees in the future? _____

Anticipated Date of Arrival to Springfield area: _____

Gender: _____ High School Diploma? _____ College Diploma? _____ GED? _____

Marital Status: _____ List the ages and sexes of underage children _____

_____ Where are they now? _____

How much do you owe on child support? \$ _____ overdue \$ _____ monthly

Do you have a valid driver's license? Number: _____ State: _____

This limits our housing options, so we must ask—will you be required to register as a sex offender?

___ Yes ___ No The offense took place Year _____ City, State _____

(With sex offenses it is important that you attach a letter describing your sexual offense history).

Will you be on probation or parole while in the Recovery Chapel program? _____ Yes _____ No

Personal Information

Last Home Address: _____

Emergency Contact: _____ Relationship: _____ Phone: _____

Emergency Contact's
Address, City, State, Zip: _____

Your Last City of Residency: _____ Your Phone #: _____

Where are your parents? _____

If there is a prearranged employer or school, please specify:

Employer or School Name: _____ Location: _____

Contact Person: _____ Phone: _____

(attach or send us a letter of acceptance from your employer or school)

Addiction History—rate the following lifestyle choices that represent your past and present patterns.
Rate them in order of 1 to 5 (5 being the greatest temptation). Put zero if it has not been an issue for you:

___Alcohol ___Drugs ___Codependency ___Sex ___Food ___Homosexuality ___Tobacco

List your four most recent charge(s), year, the sentences and/or results of any criminal convictions

1. _____

2. _____

3. _____

4. _____

Do you have any pending charges anywhere? If so, please tell us about them: _____

Why do you want to locate in the Springfield area? _____

Who do you know that lives in Springfield? _____

Use a word or two to describe personal goals for the next 12 months in the order of their importance:

1. _____ 2. _____

3. _____ 4. _____

Why do you want to join in with the Recovery Chapel Long-term support program?

What programming have you done to equip yourself to stay sober in a hectic world?

What work skills do you have that are good enough to justify being hired, in order of best skill first:

1. _____ 2. _____
3. _____ 4. _____

What jobs have you held and kept the longest?

1. _____ From Date: _____ To Date: _____
2. _____ From Date: _____ To Date: _____
3. _____ From Date: _____ To Date: _____

What disabilities or emotional problems do you have? _____

What medications do you need? _____

Check All that Apply—Are you getting: Disability? ___ Medicaid? ___ Welfare? ___ Food Stamps? ___

Share your Higher Power concept with us: _____

Do you have a religious affiliation? If so, what is it? _____

After reading the materials carefully and placing my initials where applicable, I apply for Recovery Chapel Housing. I have answered all of the above questions to the best of my ability and included honest recommendations from people who know me. I hereby give permission to inquire freely about me.

Signature Date: _____

Your Current Mailing Address: _____

City: _____ State: _____ Zip: _____

Just send back the pages that you fill out...you can keep any copies of the rules or brochures with additional information that we have sent.

Mail or fax to: Chaplain Farris Robertson, Director

Recovery Chapel

**1211 E. Cherry Street Springfield, MO 65802
417-887-7228 fax: 417-763-3179**

We do not accept calls from institutions. Please work through your caseworker if you need to contact us.

RECOVERY CHAPEL'S HOUSE RULES FOR MEN'S RECOVERY HOUSES

Principles

Principles are the guidelines by which we stay in yoke with one another and by which we govern ourselves.

1. God lives here. This is God's house. We live in unity with Him as best we can.
2. We are to treat one another in the manner that we would want to be treated, or better.
3. We are responsible for knowing information such as laws, rules, appointments, meeting times and regulations.
4. Giving back is a vital key to everyone's success in sobriety.
5. Honesty, openmindedness, and willingness are required to live in unity.
6. Acceptance in the program requires a commitment on our part and yours. It's a two way street.
7. Authority is God-given, therefore, it is expected all residents will respect their supervisors and hear them out.

Violations to rules may result in a fine, service work, or eviction.

Requirements of the Program

You are required to work towards having a relationship with God. We require you to have a sponsor/mentor within one week of entering the program. Each individual will be required to attend at least 4 recovery meetings every week (more in the first 90 days). Verification of attendance and/or proof of sponsorship is required. Having a stable, consistent income is a requirement of the program. All prescription drugs shall be presented to staff the same day they come into the house and shall be used according only to the instructions and directions on the packaging. If more than one doctor is prescribing, or if a house member expects abuse, those prescriptions shall be reviewed by Recovery Chapel staff for appropriate usage and the member with the prescriptions will give written permission to their medical professional and Recovery Chapel staff to discuss the situation freely.

Money and Program Participation Fees

Program participants are not tenants and are required to let Recovery Chapel hold and manage their money until they have demonstrated the ability to safely manage money and sobriety in their life. Your program participation fees must be paid on time at the Soul Café during business hours. Hiding or holding out of money is grounds for dismissal from the program. You must reveal any money you receive and trust us to work with you to have your needs met. If you are current on your program participation fees you will find us less demanding. You may have many financial issues pending, but having a place to live and a program that keeps you healthy and safe must be a high priority. If you have other ideas or financial conflicts, they must be brought to our attention.

House Meetings

Attending at House meetings and arriving on time is mandatory unless approved by the Housing Manager in advance. Your conduct at the house meeting is subject to penalty if disruptive or disrespectful.

House Officers

House officers are appointed by the Housing Manager.

Curfew

Quiet time is each evening 10:00 p.m. to 7:00 a.m. Sunday thru Thursday and 11:00 p.m. to 9:00 a.m. Friday and Saturday. For the first 14 days, you will have a 10:30 PM curfew. This could last up to 30 days at the discretion of the Housing Manager. If and when the 10:30 curfew is lifted for an individual, their new curfew is 12:00 midnight Sunday thru Thursday, 1:00 AM for Friday and Saturday nights. During the first 30 days, it is the intention of the program to allow no overnight passes, but we may allow for legitimate circumstances that make it necessary or desirable for family related visits. Any exceptions to the above rules can only be made by the Housing Manager. Calling the Housing Manager and notifying him is not considered approval. You cannot assume we will approve your pass.

Guests

No overnight guests at any time are allowed unless they are male and approved by Recovery Chapel Staff and approved by at least half of the house members. Children are exceptions to the rules and **must** be pre-approved by the staff and are only allowed in certain houses within the Recovery Chapel system of homes. **There are no females allowed inside any Men's Recovery House except during tours conducted by Recovery Chapel staff members.** Females may be allowed outside in the backyard, on the front porch, or in the parking area. No guests are allowed to be in the house during quiet time. You are responsible for the conduct of your guests. Any disruptive behavior may result in guests being asked to leave.

Chores

Each house member is expected to do chores as assigned by the house President. There may be, on occasion, extra chores added in by the house manager. These are assigned without bias and are to be completed in a timely manner.

Vehicles

Each house member is allowed to have one vehicle on the property. The vehicle must be tagged, plated and insured. No other vehicles may be stored on the property without prior approval from the Housing Manager.

Disruptive Behavior

No music/tv/radio/talking, etc. that can be heard in another room between 10:00 p.m. and 7:00 a.m.

Do not adjust the thermostat. It will be set at 68 degrees in the winter and 72 degrees in the summer.

Do not leave any doors or windows open, thereby wasting heating and air conditioning energy.

Do not leave your personal items in common areas (i.e. living room, kitchen, etc.).

Do not get into food items that another resident has purchased. Doing so is considered theft.

You are not allowed to go into another resident's room without them present.

Personal hygiene is important. If you are not keeping yourself, your clothes, and your belongings sanitary, it is a violation of our policies and is a nuisance to your roommates.

Do not be loud or obnoxious while others are sleeping.

Do not read another resident's mail or their messages.

Clean up after yourself in common areas such as the bathroom and the kitchen. Do not leave dirty dishes in the sink.

Be mindful of when you are doing laundry. Keep in mind that you are sharing the appliances with your roommates. Do not leave clothes unattended.

No smoking is allowed inside the house or in your room. Smoking is allowed in the assigned smoking areas outside.

You may not stand with the outside door open and smoke. Use cigarette butt cans and make sure the ashes are cold before you walk away. Those who smoke are responsible for maintaining the smoking area.

No gossiping. Talking about others can result in immediate dismissal from the program.

Removal of batteries from house smoke alarms is a violation of the rules.

You are expected to keep your room clean and orderly. No clothes on the floor, no dirty dishes laying around, and no trash piled on the floor.

Violations to these rules may result in a fine, or service work, and/or possible eviction.

Violations that result in immediate removal from house follow.

- Recovery Chapel reserves the right to ask any house member to leave the premises at any time.
- Alcohol or illegal drugs may not be used or possessed, on or off the property. We reserve the right to ask any member to submit to a drug/alcohol test at any time.
- There shall be no romantic relationships with other residents living in Recovery Chapel housing.
- Falling behind in rent
- Deliberate, ongoing disobedience of house rules or ongoing disruptive behavior
- Being in possession of any prescribed medication that is not logged in with house manager. Use of medicine in any way other than as prescribed is considered to be abuse. No house member is permitted to be in possession of another house member's prescription medication.
- Stealing from your housemates is against our spiritual principles and will result in removal from the property
- No sexual harassment, intimidation, verbal threat or physical violence against anybody will be tolerated.

Grievance Policies

Roommates may have conflicts. The proper method for addressing these issues is during house meetings. A vote of two-thirds or more of all house members is sufficient to discharge a resident from housing with reasonable justification. Any conflicts that may need to be immediately addressed are to be handled by the Housing Manager. The Housing Manager's cell phone number has been provided for your convenience. Please allow him a reasonable amount of time to respond. The House Manager is Dan Harmon and his contact number is 417-207-6346. If it is an emergency, or a matter of safety, please dial 9-1-1, then contact the Program Director Farris Robertson at 417-207-0902.

I hereby acknowledge that I have read and understand the above information. I agree to uphold all rules and regulations as stated above.

Violations to any rules may result in a fine, or service work, and possible eviction.

Print Name _____ Sign _____ Date _____