

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. We offer support in three primary life areas: sobriety, housing, and employment. Our goal is to see each participant graduate after six successful months 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. Enrollment in Recovery Chapel Homes requires membership to the Soul Café, which is available at no cost to the client in most situations. If you do not have a job waiting, we may subsidize your program fees for the first two weeks, afterward your two-man room and one or two meals daily will cost \$80 per week in advance.

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 a 6 month program. 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, or have them mailed as soon as possible.

_____ Client Initials

Employment Program

If you have no means with which to pay your program fees of \$80 per week, you must be willing and physically able to participate in our Employment Development Program. The work you will be asked to perform is chosen by us based upon your intake assessment. Our projects and workloads vary from week to week and month to month, but people who are awaiting legal judgments will not be accepted to the program unless they have the means to pay their program fees from an outside source. After your first two weeks we will have assessed your preparedness to enter the workforce. You will be classified as either being Ready or Not Ready for the workforce. If you are "Not Ready", you will work in our Employment Development Program 30 hours per week and participate in work preparedness programming. If you are "Ready", you will work in our Employment Development Program 18 hours per week and spend most of your time looking for work. If you are "Ready" but still unable to find employment not due to any fault of your own, you may apply to be admitted into our Management Development program where you would spend up to 40 hours per week developing leadership skills in addition to increasing your work skills and knowledge. Participation in our Employment Program is not available to all participants. Those who appear unwilling to work will not be allowed. Those who participate will have their participation fee paid by us each week and will also receive a stipend of \$30.00 to help them with toiletries and basic necessities.

_____ 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. **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 few days you will stay on-site and be busy learning our system and getting ready to go to work. The second week you will work for free in one of our work projects full-time so that we can better assess your workforce preparedness and justify your first two weeks of free room and board. After two weeks, you will either go to work for us, find a job, or find another way to pay rent as you continue to participate in 12-step meetings and programming as may be determined by the Planning Team.

_____ 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.

_____ 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, just do your best to tell us what you can.)

Last Name: _____ First Name: _____

Social Security Number: _____ Date of Birth: _____

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 3rd and 4th 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...Are you a registered sex offender? ___ Yes ___ No

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, and 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? _____

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 to:

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 methods 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. You are responsible for knowing information such as rules and regulations.
4. Giving back is a vital key to everyone's success in sobriety.
5. Honesty, openmindedness, and willingness
6. Acceptance in the program requires a commitment on our part and yours.
7. Authority is God-given, therefore, it is expected all residents will obey the laws.

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.

House Meetings

Attending at House meetings and arriving on time is mandatory unless approved by 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 be made by the Housing Manager.

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. There are no female guests allowed inside the Recovery House. 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 assigned 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 70 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.
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. Please use the butt cans provided. 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 or 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.
- Romantic relationships with other residents living in Recovery Chapel housing
- Falling behind in rent
- Deliberate, ongoing disobedience of house rules
- 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 not only against spiritual principles but will result in removal from the property
- Any sexual harassment, physical violence, or verbal threat toward another resident, volunteer or staff member.
- Intimidation is considered abuse and will not 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.

Printed Name _____

Signature _____ Date _____