

Recovery Chapel®

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2016 Care Plan Application for Men's Recovery Houses (revised 7/18/2016)

Recovery Chapel provides long-term recovery support services for men who have a crippling history of substance use disorders. We operate residential facilities designed to support abstinence, pro-social life skills and employment preparation. We are not a detoxification center, homeless shelter or half-way house. Nobody is allowed in our program unless they are clean and sober, and residents are required to be productive in recovery. We have multiple locations.

We spotlight four primary life needs: sobriety, housing, employment, and social connectivity. Our goal is to see each participant find a godly path and start to give back to the community. Our housing project is "tough love" Christ-centered. Our spiritual development program is 12-step. Our employment, life skills and social programming is individualized and pragmatic. We also engage the client's family as needed and hold the client accountable through meeting attendance verification forms, cooperation with authorities, and group discipling. Our staff members are all overcomers. Clients who are not interested in 12-step and faith-based programming and support will want to find other alternatives. You will be required to attend meetings as part of your participation and there are rules that must be followed. Please read the rules carefully since the number one reason for failure in the program is ignoring house rules. When you leave the program, the personal property you leave will be disposed of in 30 days without any compensation to the program participant. Please make arrangements to take your personal property with you and forward your mail. Your mail will be otherwise returned to sender.

You share a room. For full room and board with meals at Bennett Street, it costs \$400 per month or \$100 weekly (in advance). It costs \$320 per month or \$80 weekly (in advance) at our other properties and you can still come to the Bennett Street House for meals. You can use food stamps (if you are eligible for them) to pay up to \$200 of your monthly participation expenses. Properties have cable or satellite TV and/or internet access. In advance of arrival, you will need to put up \$200-\$400 which will all be applied to your first month. The amount will be discussed with you during a phone interview we will initiate after we have your application in our possession. Any money deposited in your behalf is refundable if you do not come to our program. If you are approved by us for internet usage in the home, we may charge up to \$10 more monthly. We provide linens and bedding; you provide towels, wash cloths, clothes, personal entertainment devices, books and toiletries. Do not bring any furniture. Please fill out page 3 of this application carefully so that we can interview you about work. Since everybody has to pay their own way in our program, if you need work, our staff will help locate job opportunities. Still, you must already have the right attitude, appearance, and basic skills necessary to impress an employer.

Preplanning (You can download our latest application from www.RecoveryChapel.org) _____ Client Initials

We normally conduct interviews 45-90 days prior to arrival. If your need is more urgent, you may contact us. Here is the process in order: (1) Submit the completed application, (2) Phone interview to determine Eligibility, (3) Required Funds, and (4) Acceptance Letter is issued. Even though you are eligible, your bed is not reserved until your funding is in our hands.

Program Participation Fees and Money Management _____ Client Initials

If we determine you are not good about managing your money, **we may require you to keep your money on deposit with us.** We will work with you in a way that helps keep you accountable, healthy and safe. You are entitled to the money you have on deposit when you leave, but only if you are clean and sober. Program fees must always be paid in advance and you will be refunded for unused weeks as long as we are not holding a bed for you. If you have a job guaranteed, let us know. It is not our responsibility to find you work. People who are not employed at least 18 hours per week (whether retired, disabled, unemployed, etc.) are required to pay each month in advance (with their benefits or entitlements) and must also volunteer at least 15 hours per week with a local charitable organization. Nobody here is allowed to sit idle and dwell in self indulgence.

KickStart a New Life _____ Client Initials

Don't come here just to get a "fresh start", or just to get ahead; that is a selfish approach. Instead, come here to learn how to live right and be fulfilled. We have a strong brotherly fellowship and we don't want selfish men who just want to use us for their convenience or advantage. We are not interested in providing you a place to stay; we provide a place for you to grow and develop spiritually. If you want to come here for the structure, just remember that we won't babysit you and chase you and force you to do things. We expect you to do what you are supposed to do and we hold you accountable. Your brothers in the program don't want you as a roommate; they want you as a brother in the program. We are not impressed with your success or lack of success; we are impressed by your willingness to humbly do the right thing from moment to moment and day to day. We are particularly impressed when you ask for guidance instead of thinking you always know what is best for you. Come here because you want to be part of something important in life, something bigger than yourself. At first, you will not be allowed any overnight passes. During this time, you will be busy with work, sobriety programming, house meetings, and developing a sponsor-mentor relationship. **You must attend seven therapeutic sessions (house meetings, 12-step, faith-based, or counseling sessions) weekly until further notice so that we know you are not isolating.** Once you're stabilized in our program, start working a spiritual program with a sponsor-mentor, and have established a healthy routine, we may revise your meeting requirements and allow more opportunities for overnight passes.

Recovery Chapel Program Participant Application for Men's Recovery Houses

Recovery Chapel is only for sober men who have had substance abuse problems and who are willing to see their life change through a personal relationship with their Higher Power. 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. You are not a tenant paying room and board. You are a program participant and may be discharged without notice. We are responsible for maintaining a healthy environment and you have no right to live in our premises unless we want you there.

We want you to learn to have sober fun (and even joy) in our community-based fellowship. To live here, you **MUST STAY CLEAN & SOBER UNDER ANY ALL CIRCUMSTANCES**, and show daily efforts to accept personal responsibility. We strive for unity by cooperating with each other and by being of service to others. Recovery Chapel provides a setting for people who want to learn how to live a sober life, develop independent living skills, and who are willing to make a decision to follow God. Once a spiritual decision is made, we learn to include God in our decision making processes a little bit more each day.

(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 Living Location: _____ Since: _____

Previous Living Situation: _____ How Long? _____

Caseworker or PO Name: _____ Phone #: _____

Give us a phone number or tell us how to setup a phone interview with you:

Do you have \$200 to \$400 to get started? _____ Yes or No Money Source: _____

The amount of advance participation fees are determined by many factors in the application.

Sometimes Food Stamps can be used if you already have them and can make a payment with them.

(Deposit money will be used toward the first month's program fees and is refundable if you don't come to us.)

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

Expected Date of Arrival: _____ How will you Get Here?: _____

H.S. Diploma? _____ GED? _____ Years of College? _____ Marital Status? _____

Names/Ages of Underage children _____

Where are they now? _____ Child support: \$ _____ overdue \$ _____ monthly

Do you have a valid driver's license or State (not DOC) ID? Number: _____ State: _____

Do you have your Social Security Card? _____ Do you have your Birth Certificate? _____

You must have a Social Security card and State(not DOC) ID, or a Birth Certificate in order to get work.

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

_____ Yes or No Year of Sex Offense: _____ City/ State of Sex Offense: _____

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

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

Personal Information

Last Home Address: _____

Emergency Contact: _____ Relationship: _____ Phone: _____

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

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 each addiction 1 to 5 (5 being a great temptation, and zero if it has never 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 warrants/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/meetings have you done to equip yourself to stay sober in a hectic world?

What physical 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 take? _____

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

Share your God concept with us: _____

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

After reading all 6 pages of the application and rules carefully, I hereby apply for Recovery Chapel Housing. I have answered all of the above questions to the best of my ability and agree to abide by the rules of the house as listed. I hereby give permission to inquire freely about me.

Signature _____ Date: _____

Your Current Mailing Address: _____

City: _____ State: _____ Zip: _____

Send back all six pages of the application. You may also fax it for faster service. Try to keep a copy for yourself, especially the rules for living at Recovery Chapel.

Mail, fax, or scan and email to: Chaplain Farris Robertson, Managing Director

Recovery Chapel[®]

217 W. Bennett St Springfield, MO 65807

voice: 417-887-7228 fax: 417-763-3179 email: farris@writeme.com

We never accept collect calls. Please work through your caseworker if you need to contact us.

2016 RECOVERY CHAPEL HOUSE RULES

Principles

Principles are the guidelines by which we govern ourselves.

1. God lives here. This is God's house. We live in unity with Him and each other as best we can.
2. We didn't apply to join your program...you applied to us with a humble heart. Stay spiritually focused.
3. Selfishness and self-centeredness is what has led us down our destructive paths in life.
4. Are you being of service to others every day, or just trying to please yourself? Learn the blessing of giving.
5. Honesty, open-mindedness, and willingness are required to live in unity. It is a brotherhood here.
6. The truth always comes out in this brotherhood...we are not a hide out, and we cooperate with the authorities.
7. This is not prison. Brothers can leave so there is no need to hide each other's secret sin.
8. Authorities are put in our life by God for a reason and we need to respect them and hear them out.
9. You are responsible for knowing information such as laws, rules, appointments, meeting times and regulations.
10. Privileges and opportunities for fun and success are a direct result of obedience and participation.

Violations to rules will result in a removal of privileges or discharge.

Requirements of the Program

You are required to work a spiritual program and must attend at least 4 recovery meetings every week (more at first). Verification of attendance and/or proof of sponsorship is required. All prescription drugs must 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 another participant suspects abuse, those prescriptions may 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...you may be asked to leave at any time. You are required to pay your room and board fees in advance. We accept cash, money orders, debit cards, credit cards, and Food Stamps (not to exceed \$200/month). Financial mismanagement and hiding behavior is common among addicts, so the hiding or holding out of money is grounds for dismissal from the program. If we think you are drunk or high or unstable, we will not release any money to you under any circumstances. If you have other ideas or financial conflicts, they must be brought to our attention so that we can openly and honestly help you make progress.

House Meetings

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

House Officers

House officers are members of the House Council and are appointed by Recovery Chapel's staff .

Curfew

Quiet time is each evening 10:30 p.m. to 7:00 a.m. Sunday thru Thursday and 11:30 p.m. to 9:00 a.m. Friday and Saturday. For the first six weeks, you will have a 10:00 PM curfew. If and when the 10:00 pm curfew is lifted for an individual, the new curfew will be discussed on a case by case basis. During the first 30 days, it is normal not to allow overnight passes, but we may allow for legitimate circumstances that make it necessary or desirable for overnight visits. We support healthy family relationships. Any exceptions to the above rules can only be made by the House Manager. Calling the House Manager and notifying him is not considered approval. You cannot assume we will approve your pass.

Guests

No overnight guests to Recovery Chapel are allowed unless they are approved by 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, on the front porch, or in the parking area with permission. 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. Recovery Chapel is not required to justify any request for a guest to leave. We simply may not trust them, their hygiene, or like the way they act.

Vehicles

Each house member is allowed to have one noncommercial vehicle on the property as long as they are a licensed driver, the vehicle has plates, current tags and is insured. No other vehicles may be on the property.

Chores

Each house member is expected to do chores as assigned by the House Council or onsite staff. There may be, on occasion, extra chores added as needed. These are assigned without bias and are to be completed on time. You may provide fair compensation to a fellow house member if they agree to do your chore. You must keep your room clean and your room is subject to inspection or search at any time by any staff member or Council member or designee.

Disruptive Behavior Can Lead to Serious Problem and Consequences

No music/tv/radio/talking, etc. that can be heard in another room. A good solution is to use headphones.

Slamming doors, abusing equipment, or using furniture, games, or equipment improperly will lead to discipline.

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, lounge area, laundry room, etc.).

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

You are not allowed to go into another resident's room. Keep the door to your room closed.

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 other participants. Make your bed every morning and tidy up your room for the daily inspection.

Do not be loud or obnoxious while others are sleeping. Some men work at night and sleep during the day.

Do not borrow or loan money, property, or things to or from anybody in the program.

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 other participants. Do not leave clothes unattended in the laundry area. We will remove them and not take care of them for you.

No smoking is allowed except in the assigned smoking areas. Do 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. If you are seen flicking a cigarette butt on the ground, you will be disciplined.

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

Removal of batteries from smoke detectors is a safety threat and a serious violation of the rules.

Keep your room clean and orderly. No clothes on the floor, no dirty dishes and no trash piled on the floor.

Violations that result in immediate discharge from the program:

- Recovery Chapel reserves the right to discharge a program participant and/or ask them to leave the premises any time.
- Alcohol or illegal drugs may not be used or possessed, on or off the property. We reserve the right to ask any participant to submit to a drug/alcohol test at any time. We don't have to prove our case to ask you to leave.
- There shall be no romantic relationships allowed between residents living in Recovery Chapel housing.
- Falling behind on participation fees will result in program expulsion unless arrangements have been made.
- Deliberate, ongoing disobedience of house rules or ongoing disruptive behavior.
- Being in possession of any prescribed medication that is not logged in with the house manager. Use of medicine in any way other than as prescribed is considered to be substance abuse. No house member is permitted to be in possession of another house member's prescription medication.
- Stealing from other participants is against our spiritual principles and will result in removal from the property.
- No sexual harassment, intimidation, verbal assault, threat or violence against anybody will be tolerated.

Grievance Policies

Participants may have conflicts among themselves. The proper time to address these issues is at house meetings. Any conflicts that may need to be immediately addressed are to be handled by onsite staff. Please allow a reasonable amount of time to respond. If it is an emergency, dial 9-1-1, then contact the Program Director Farris Robertson at 417-207-0902. All complaints about Staff must be directed to Farris Robertson. Gossiping about staff will result in immediate discharge from the program.

I hereby acknowledge that I have read and understand the above information. I agree to uphold all rules and regulations as stated above. If I leave the housing project for any reason, I forfeit my ownership to any personal property if I have not picked it up within 30 days. I also agree that my room and property is subject to search at any time. Meanwhile, I understand that violations to any rules may result in a fine, or service work, and expulsion.

Print Name _____ Sign _____ Date _____