

# Recovery Chapel®

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## **2018 Care Plan Application for Men's Recovery Homes (revised 6/11/2018)**

Recovery Chapel provides long-term sober living support services for men who have a crippling history of substance use disorders. We operate residential facilities designed to support spiritual programs of abstinence and pro-social life skills. You must stay a minimum of six months, with many clients deciding to stay longer, some as long as eight years. We are a safe and healthy place to live. We are not a detox center, homeless shelter or half-way house. Nobody is allowed on our property unless they are clean and sober, and residents are required to be productive in a spiritual recovery program. We have multiple locations locally and our family church is located at 2722 W. Mt. Vernon St. in Springfield.

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 is brotherly "tough love." Our spiritual teaching is Christ-centered and 12-step. Our 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 faith-based programming and support will want to find other alternatives. You will be required to attend our church and spiritual 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 breaking rules. When you leave the program, the personal property you leave will be disposed of in 30 days without any compensation to you. Please make arrangements to take your personal property with you and forward your mail. Your mail will be otherwise returned to sender or disposed of as permitted by law.

You share a room and pay weekly or monthly participation fees in advance. The program fee is either \$90 weekly or \$360 monthly, except where meals are included for \$105 weekly or \$420 monthly at our Bennett House. You can legally use food stamps (if you are eligible) to pay your monthly participation fees. Properties have HDTV antennas, cable and/or internet. In advance of arrival, you will normally need to have \$200-\$400 which will all be applied to your first month. The exact amount and location placement will be discussed with you during an interview that we will initiate after we have received your application. We only interview men when we have space for them and they appear to be a good fit. Any money deposited in your behalf is fully refundable if you do not come to our program. 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 this application carefully so that we can interview you without delay. Incomplete applications may be ignored by us. We will try to help locate job opportunities. Still, you must already have the right attitude, appearance, and basic skills necessary to impress an employer. People on monthly fixed incomes must pay each month in advance.

### **Preplanning (You can download our latest application from [www.RecoveryChapel.org](http://www.RecoveryChapel.org)) \_\_\_\_\_ Client Initials**

We normally conduct interviews 45-90 days prior to arrival. If your need is more urgent, you may call 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 you must be clean and sober to pick up your money or belongings that have been left behind. After thirty days, you forfeit all rights to your property. 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 (whatever the reason) 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 or a "bounce". Instead, come here to learn how to live a fulfilling life. 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 (AA or NA and a sponsor is mandatory, as well as our RC meetings), but other meetings also count. We must 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 histories and who are willing to see their life change through a personal relationship with the Holy Spirit made possible by the sacrifice of Christ on the cross. 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 AND ALL CIRCUMSTANCES**, and show daily efforts to accept personal responsibility. Pornography is strictly forbidden at all properties and on all devices. Your belongings are subject to search at any time. Meanwhile, 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. 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 minimum 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 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. I will stay 6 months or more.

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: RecoveryChapel@gmail.com

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

# 2018 RECOVERY CHAPEL HOUSE RULES

## 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. Be your brother's keeper.
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 7 recovery meetings every week (less when are working and have a sponsor who will vouch for you). Verification of attendance and proof of sponsorship is required. Attending AA or NA and/or church every week and working the 12 steps with a sponsor is a requirement. Also, attending church weekly 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 Fees

Program participants are not tenants...you may be required to leave at any time. You are also required to pay your participation fees in advance. We accept cash, money orders, debit cards, credit cards, and Food Stamps. 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 financial issues, 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 appointed by Recovery Chapel's staff. Most properties have a House President and possibly a Chore Checker.*

## Curfew

Quiet time is Sunday-Thursday 10PM to 7AM, and Friday-Saturday 11:30PM to 8AM. Our house curfew for all properties is 10:30PM and any exceptions to that must be approved in advance. 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 staff. Notifying us by voicemail or text is not considered approval. Do not assume we will approve your pass/late arrival. We quit monitoring our phones at 10PM daily.

## Guests

No overnight guests to Recovery Chapel are allowed unless they are approved by Staff. Children 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 of staff**. 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 who is current in their fees with us 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 President, Chore Checker, or Recovery Chapel 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 or vaping is allowed except in the assigned outdoor 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 or littering, you will be disciplined or fined.

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, no food in the trash can and no trash 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 solicitation of sex or romantic relationships allowed between residents of Recovery Chapel.
- 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 and belonging to you is a dischargeable offense. Use of medicine in any way other than as prescribed is considered to be substance abuse.
- Stealing from other participants is against our spiritual principles and will result in removal from the property.
- No harassment, intimidation, verbal assault, threat, puffing up, pressuring or violence against anybody will be tolerated.
- Pornography is not allowed to be viewed or possessed in any form. Client personal property and devices are subject to search without advance notice. A failure to cooperate will lead to discharge.

### **Grievance Policy and Procedures**

*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 staff. Please allow a reasonable amount of time to respond to a call. 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. I further agree that I may be asked to leave by any staff member and will do so immediately upon request.**

Print Name \_\_\_\_\_ Sign \_\_\_\_\_

Date \_\_\_\_\_