

Please Fill Out Pages 2 Thru 3
Initial all rules and regulations pages 4 Thru 7 email to admissions@safehavenformen.org



SAFE HAVEN FOR MEN ADMISSIONS AND

SAFE HAVEN FOR MEN is a 12-step structured recovery program for men wanting to continue their recovery. No treatment is provided at SHFM but daily involvement in an approved self-help group is mandatory. We ask to commit from 6 months to 1 year stay at SHFM. If you will commit from 6 months to 1 year stay at SHFM we can help to get your life back in order.

Application to SHFM requires interview either by phone or in person with a member of staff SHFM. You will be evaluated and be advised of the rules and regulations and asked to initial each of the rules to be sure you understand what is required of you while you are a client at SHFM.

All clients are required to seek employment and start work within 2 weeks immediately. See guidelines and criteria under rules and regulations about work. If you are disabled and unable to work, you must be drawing SSI or disability and are required to pay monthly. If you are not on SSI or disability you must be off of the property by 9:00 am and cannot return until 4:00 pm until you are employed.

SHFM requires the first 2 weeks fees in advanced. (\$340.00) which covers your first 2 weeks. All Fees must be paid in advanced. Depending on your pay schedule weekly (\$170.00) or biweekly (\$ 340.00). Or if you want to pay \$680 monthly if desired. We understand those coming from treatment may not have the up-front money necessary, so weekly fees will be prorated until they are paid in full. If you are dismissed from SHFM there will be no reimbursement of fees paid.

All members of SHFM are considered clients and monies paid are service fees not rent. Any client that does not follow rules and regulations of SHFM will be asked to leave immediately and those who refuse to do so will result in criminal charges of trespassing and be removed by the police!

Clients are subject to random room and vehicle inspections and drug and alcohol screenings. Any client who refuses or fails the inspection or drug test or alcohol screenings will be asked to leave immediately and discharged from SHFM.

*****FALSIFYING A DRUG SCREENING TEST IS A FELONY*****

The staff at SHFM must be advised of any prescribed medications that you are on and proof of how the medications are to be taken. SHFM furnishes a lock box for storing medications. Any client found abusing medications will be discharged Immediately!

CHAMPION HOUSE, INC d/b/a SAFE HAVEN FOR MEN
607 Park South Blvd, North Carolina 28704 Telephone 828-691-5969
Email: admissions@safehavenformen.org Website: Safehavenformen.org

SAFE HAVEN FOR MEN

REQUIREMENTS FOR ADMISSION

SAFE HAVEN ACCEPTS CLIENTS FROM TREATMENT CENTERS, THE VA, DETOX FACILITIES, DETENTION FACILITIES, REFERRALS, AND OTHER INSTITUTIONS.

1. All clients are required to attend 5 AA/NA meetings per week. Meetings are required daily. Clients may not accumulate more than one meeting per day unless approved by the director.
2. (A) During a resident's first 30 days at SHFM, curfew is 10:00 p.m., 7 days a week.
(B) After 30 days, curfew is 10:00 p.m. Sunday through Thursday and 12:00 a.m. Friday and Saturday. No client may remain out after curfew unless authorized by staff in advance. (C) No female visitors are allowed during the first 30 days, except immediate family. All female visitors must remain in the common areas of the house.
3. All clients are required to perform daily chores in the house and grounds. Chores may change week to week.
4. Possession of drugs or alcoholic beverages is not allowed at any time.
5. Clients may not possess weapons or keep them in their living spaces at any time.
6. All medications prescribed by a doctor must be registered with the house manager or director and taken only as prescribed.
7. All applicants must be free from alcohol and nonprescribed drugs.
8. All applicants must agree to follow all rules and regulations of the SHFM program.
9. All applicants must be at least 21 years old and demonstrate appropriate maturity. Applicants under age 21 must be approved by the director.
10. All applicants must have income and be able to pay all program fees. Fees do not include food.
11. All applicants must be employed unless they receive SSI, disability benefits, or another fixed income. Clients without a fixed income must leave the house premises by 9:00 a.m. and may not return until 4:00 p.m. while seeking employment.
12. An applicant may be denied admission if management determines that he will not benefit from the program.

SAFE HAVEN FOR MEN

CLIENT INFORMATION:

DATE OF BIRTH: _____

DRIVER'S LICENSE #: _____

NAME:

LAST: _____ FIRST: _____ MIDDLE: _____

FORMER ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

REFERRED BY: _____ CHURCH: _____

OTHER: _____

ARE YOU CURRENTLY INCARCERATED? _____

NAME OF INSTITUTION: _____

CRIMINAL HISTORY: YES NO

IF YES, PLEASE LIST ALL CHARGES, CONVICTIONS, AND DATES:

DO YOU HAVE ANY OUTSTANDING CRIMINAL CHARGES? YES NO

IF YES, PLEASE EXPLAIN: _____

12-STEP INVOLVEMENT: AA NA AL-ANON NAR-ANON OTHER

IF OTHER, PLEASE EXPLAIN:

ARE YOU UNDER A DOCTOR'S CARE? YES NO

DO YOU TAKE MEDICATIONS? YES NO

IF YES, PLEASE LIST ALL MEDICATIONS AND DOSAGES:

EMERGENCY CONTACT:

NAME: _____ RELATIONSHIP:

ADDRESS: _____ CITY: _____ STATE: _____ ZIP:

PHONE: () _____

DO YOU OWN A CAR? YES NO MAKE: _____ MODEL:

TAG #: _____ STATE: _____

SOURCE OF INCOME: _____ AMOUNT: _____

ARE YOU EMPLOYED? YES NO WHERE: _____

WHAT TYPE OF WORK DO YOU DO? _____

DO YOU ATTEND 12-STEP MEETINGS? YES NO

DO YOU HAVE A SPONSOR? YES NO

SAFE HAVEN FOR MEN HOUSE RULES AND REGULATIONS

EMPLOYMENT

1. AN IMPORTANT COMPONENT OF REHABILITATION IS STEADY EMPLOYMENT. ALL RESIDENTS SHALL SEEK FULL-TIME EMPLOYMENT. EMPLOYMENT MUST BE SECURED WITHIN 2 WEEKS OF ADMISSION.
2. IF YOU ARE NOT EMPLOYED AND ARE NOT RECEIVING SSI OR DISABILITY BENEFITS, YOU MUST LEAVE THE PREMISES BY 9:00 A.M. AND NOT RETURN UNTIL AFTER 4:00 P.M. BEGINNING 2 DAYS AFTER ARRIVAL, YOU HAVE 10 CALENDAR DAYS TO FIND VERIFIABLE EMPLOYMENT. ONCE EMPLOYED, THE CLIENT MUST PROVIDE DOCUMENTATION VERIFYING EMPLOYMENT.
3. WITHIN THE FIRST 2 BUSINESS DAYS AFTER ADMISSION, AN UNEMPLOYED CLIENT MUST OBTAIN PROPER IDENTIFICATION AND REPORT IN PERSON TO THE FOOD BANK AND FOOD STAMP OFFICE BEFORE STARTING WORK. A CLIENT WHO IS EMPLOYED UPON ADMISSION MUST ALSO REPORT TO THE FOOD BANK AND FOOD STAMP OFFICE.
4. IF YOU QUIT YOUR JOB WITHOUT HAVING ANOTHER JOB AND ARE IN ARREARS ON SHFM PROGRAM FEES, YOU MAY BE ASKED TO LEAVE THE PROGRAM.

ROOM

5. YOUR ROOM IS INCLUDED IN THE PROGRAM FEE YOU PAY EACH WEEK. EACH CLIENT IS RESPONSIBLE FOR KEEPING HIS LIVING AREA CLEAN AT ALL TIMES. ROOM INSPECTIONS ARE CONDUCTED DAILY, AND MONETARY FINES MAY BE ASSESSED FOR INFRACTIONS.

CURFEW

6. (A) DURING A RESIDENT'S FIRST 30 DAYS AT SHFM, CURFEW IS 10:00 P.M., 7 DAYS A WEEK.
(B) AFTER 30 DAYS, CURFEW IS 10:00 P.M. SUNDAY THROUGH THURSDAY AND 12:00 A.M. FRIDAY AND SATURDAY.
(C) NO CLIENT WILL BE PERMITTED TO REMAIN OUT AFTER CURFEW UNLESS APPROVED BY STAFF IN ADVANCE.
(D) IF A CLIENT IS LATE FOR CURFEW, HE WILL BE FINED AND MUST RESTART THE 30-DAY CURFEW PERIOD.

PASS REQUESTS

7. AFTER 30 DAYS, RESIDENTS ARE ELIGIBLE FOR A WEEKEND PASS. RESIDENTS MAY RECEIVE PASSES TWICE A MONTH, BUT NOT ON CONSECUTIVE WEEKENDS. A PASS REQUEST MUST BE COMPLETED ONE WEEK BEFORE THE REQUESTED DATES. ALL PROGRAM FEES MUST BE CURRENT, MEETING SHEETS MUST BE TURNED IN, AND ALL FINES MUST BE PAID. A CLIENT CANNOT BEGIN A PASS UNTIL HIS WEEKLY FEES ARE PAID, AND HE MUST RETURN BY CURFEW ON THE RETURN DATE. ANY PASS REQUEST OTHER THAN A WEEKEND PASS MUST BE APPROVED BY THE DIRECTOR. IMPROPERLY COMPLETED PASS REQUESTS WILL BE DENIED.
8. FAILURE TO RETURN FROM A PASS BY CURFEW ON THE RETURN DATE WILL RESULT IN A \$25 FINE, PLUS AN ADDITIONAL FINE FOR EACH DAY LATE. AFTER THE THIRD DAY, THE RESIDENT WILL BE DISCHARGED FROM THE PROGRAM.

SMOKING

9. SMOKING OR VAPING OF ANY KIND IS NOT PERMITTED IN A BEDROOM OR INSIDE THE HOUSE. IF YOU ARE CAUGHT SMOKING OR VAPING IN A BEDROOM, OR IF THERE IS EVIDENCE OF SMOKING IN THE AREA, YOU WILL BE FINED \$50 FOR THE FIRST OFFENSE AND DISMISSED FROM SHFM FOR THE SECOND OFFENSE. DESIGNATED SMOKING AND VAPING AREAS ARE PROVIDED.
10. NO INCENSE, CANDLES, OR OTHER FLAMMABLE ITEMS ARE PERMITTED ANYWHERE IN THE HOUSE AT ANY TIME.
11. THERE IS NO SMOKING DURING MANDATORY HOUSE MEETINGS.

CONDUCT

12. DISRUPTIVE BEHAVIOR, PROFANITY, SWEARING, AND FIGHTING WILL NOT BE TOLERATED AT ANY TIME. ALL CLIENTS ARE EXPECTED TO CONDUCT THEMSELVES APPROPRIATELY AT ALL TIMES. VIOLATING THIS RULE MAY RESULT IN DISMISSAL FROM THE PROGRAM.
13. PHYSICAL OR VERBAL THREATS, VIOLENCE, OR AGGRESSIVE BEHAVIOR TOWARD STAFF OR OTHER SAFE HAVEN FOR MEN CLIENTS WILL NOT BE TOLERATED. VIOLATING THIS RULE MAY RESULT IN DISMISSAL FROM THE PROGRAM.
14. PORNOGRAPHIC MATERIAL, INCLUDING MOVIES, TAPES, BOOKS, MAGAZINES, AND POSTERS, IS NOT ALLOWED. THESE ITEMS ARE NOT CONSISTENT WITH SAFE HAVEN FOR MEN STANDARDS.
15. AN ATTITUDE OF GRATITUDE IS REQUIRED. DISHONESTY, UNDERMINING, AND ENABLING ARE GROUNDS FOR IMMEDIATE DISCHARGE. BAD-MOUTHING SAFE HAVEN OR ITS STAFF WILL NOT BE TOLERATED.
16. IF A RESIDENT KNOWS THAT SOMEONE IS BREAKING THE RULES, HE MUST REPORT IT IMMEDIATELY. FAILURE TO DO SO MAY RESULT IN THE RESIDENT BEING HELD EQUALLY RESPONSIBLE.
17. DISHES MUST BE WASHED, DRIED, AND PUT AWAY AFTER USE. FAILURE TO DO SO WILL RESULT IN A FINE.

MEALS

18. CLIENTS ARE RESPONSIBLE FOR PREPARING THEIR OWN MEALS AND CLEANING UP AFTER THEMSELVES. TAKING ANOTHER CLIENT'S FOOD IS PROHIBITED AND WILL NOT BE TOLERATED.

RELAPSE PENALTIES

19. POSSESSION OR CONSUMPTION OF ANY ALCOHOLIC BEVERAGE, OR USE OF ANY ILLICIT DRUG, ON OR OFF THE PREMISES WILL RESULT IN IMMEDIATE DISCHARGE FROM THE PROGRAM.

DRUGS AND ALCOHOL

20. EACH CLIENT MUST SUBMIT TO RANDOM TESTING AT THE DISCRETION OF STAFF. REFUSING TO SUBMIT TO TESTING OR FAILING A TEST WILL RESULT IN IMMEDIATE DISCHARGE FROM THE PROGRAM. SAFE HAVEN FOR MEN STAFF MAY INSPECT OR SEARCH EACH CLIENT'S LIVING QUARTERS, PERSONAL BELONGINGS, AND AUTOMOBILE AS DEEMED NECESSARY. FALSIFYING A DRUG TEST IS A FELONY AND WILL RESULT IN DISCHARGE FROM THE PROGRAM.

CLEANLINESS

21. EACH CLIENT IS EXPECTED TO KEEP THE HOME CLEAN AND IN FIRST-CLASS CONDITION AT ALL TIMES. EACH CLIENT IS ASSIGNED WEEKLY CHORES AND MUST PARTICIPATE IN GENERAL CLEANING OF THE HOUSE AND GROUNDS WHEN REQUESTED BY STAFF.

PERSONAL HYGIENE

19. PERSONAL CLEANLINESS IS EXPECTED OF ALL CLIENTS AT ALL TIMES. SHOES AND SHIRTS MUST BE WORN IN THE HOUSE'S COMMON AREAS. SHOWER SHOES ARE ACCEPTABLE.
20. ON THE FIRST DAY, EACH CLIENT MUST DRY HIS CLOTHING ON HIGH HEAT FOR 1 HOUR. NO EXCEPTIONS.
21. RESIDENTS MAY KEEP ONLY AS MANY CLOTHES AS WILL FIT IN THEIR CLOSET OR DRESSER. ALL OTHER POSSESSIONS MUST BE STORED OFF SAFE HAVEN PROPERTY.

THEFT

22. THEFT FROM OTHER CLIENTS IS GROUNDS FOR IMMEDIATE DISMISSAL. NEVER BORROW OR TAKE BELONGINGS, FOOD, OR OTHER ITEMS WITHOUT THE OWNER'S PRIOR PERMISSION. THIS RULE ALSO APPLIES TO SAFE HAVEN FOR MEN PROPERTY. STEALING WILL RESULT IN IMMEDIATE DISCHARGE.
23. SAFE HAVEN FOR MEN IS NOT RESPONSIBLE FOR LOST OR STOLEN PROPERTY. LOCKERS ARE PROVIDED FOR VALUABLES AND MEDICATIONS.

ILLNESS

24. IF YOU ARE SICK OR BEDRIDDEN FOR MORE THAN 2 DAYS AND MUST MISS WORK, YOU MUST PROVIDE A DOCTOR'S NOTE. IF AN ILLNESS REQUIRES ADDITIONAL BED REST, DOCUMENTATION MUST BE SUBMITTED TO THE EXECUTIVE DIRECTOR IMMEDIATELY. ALL DOCTOR'S NOTES AND DOCUMENTATION FROM A MEDICAL PROVIDER OR EMERGENCY ROOM MUST BE SUBMITTED TO STAFF.

NO LENDING

25. RESIDENTS MAY NOT LOAN, LEND, BUY, OR SELL ANYTHING TO OR FROM ANOTHER RESIDENT.

ATTENDANCE AT AA/NA MEETINGS

26. MEETINGS ARE MANDATORY AND BEGIN IMMEDIATELY. YOU MUST ATTEND A MINIMUM OF 5 MEETINGS EACH WEEK. A MEETING SLIP MUST BE SIGNED BY THE CHAIRPERSON. FOR IOP, THE COUNSELOR MUST SIGN THE MEETING SHEET. SUNDAY CHURCH MAY COUNT AS A MEETING. MEETING SLIPS MUST BE TURNED IN TO THE HOUSE MANAGER ON SUNDAY AT THE END OF THE WEEK.

SPONSORSHIP

27. YOU HAVE 7 DAYS FROM ADMISSION TO OBTAIN A SPONSOR. SPONSORS AND TEMPORARY SPONSORS MUST HAVE AT LEAST 5 YEARS CLEAN AND SOBER. THIS IS A REQUIREMENT, NOT A SUGGESTION. FAILURE TO COMPLY MAY RESULT IN DISCHARGE FROM THE PROGRAM.

GUESTS & VISITORS

28. NO FEMALE VISITORS ARE ALLOWED DURING THE FIRST 30 DAYS, EXCEPT IMMEDIATE FAMILY. ALL VISITORS MUST BE APPROVED BY STAFF AND REMAIN IN THE HOUSE'S COMMON AREAS AT ALL TIMES. FEMALE VISITORS ARE NEVER ALLOWED IN BEDROOMS.
29. WHEN A CLIENT HAS A FEMALE VISITOR, BOTH THE CLIENT AND VISITOR MUST CONDUCT THEMSELVES APPROPRIATELY. SEXUAL ACTIVITY IS NOT ALLOWED ANYWHERE ON THE PROPERTY, INCLUDING IN A PERSONAL VEHICLE.

LIGHTS OUT

30. ALL ACTIVITIES MUST BE QUIET BY 11:00 P.M. SO THEY DO NOT INTERFERE WITH OTHER RESIDENTS' SLEEP. RESIDENTS MUST KEEP THE VOLUME OF TELEVISIONS, RADIOS, AND PHONE CONVERSATIONS TO A MINIMUM.

FINES

31. MONETARY FINES MAY BE ASSESSED BY THE HOUSE MANAGER OR DIRECTOR FOR VIOLATIONS OF THE PRECEDING RULES. FAILURE TO PAY ASSESSED FINES MAY RESULT IN EJECTION FROM THE PROGRAM. WITH THE DIRECTOR'S APPROVAL, A FINE MAY BE REPLACED WITH EXTRA CHORES OF EQUIVALENT VALUE.

VEHICLES

32. TO KEEP A VEHICLE ON SAFE HAVEN PROPERTY, A RESIDENT MUST PROVIDE PROOF OF A VALID DRIVER'S LICENSE AND INSURANCE. WITHOUT THIS DOCUMENTATION, THE VEHICLE IS NOT ALLOWED ON THE PROPERTY.
33. TRANSPORTATION IS THE RESIDENT'S RESPONSIBILITY.

ADDITIONAL AND SEPARATE RULES

34. ADDITIONAL RULES MAY BE ESTABLISHED AT THE DIRECTOR'S DISCRETION BASED ON AN INDIVIDUAL CLIENT'S HISTORY OR PERFORMANCE.
35. IF SAFE HAVEN FOR MEN DETERMINES THAT A CLIENT IS NOT BENEFITING FROM OR PARTICIPATING IN THE PROGRAM, OR IS NOT FOLLOWING THE RULES AND REGULATIONS, THE CLIENT MAY BE DISMISSED FROM THE PROGRAM.

PROGRAM FEES & ARREARS

36. PROGRAM FEES ARE \$170 PER WEEK. ALL PAYMENTS MUST BE MADE BY CASH OR MONEY ORDER. FEES ARE DUE EVERY FRIDAY, ACCORDING TO THE FEE SCHEDULE BELOW. CLIENTS HAVE A GRACE PERIOD UNTIL 5:00 P.M. SATURDAY; AFTER THAT, A \$10 LATE FEE WILL BE ASSESSED. IT IS THE CLIENT'S RESPONSIBILITY TO PAY THE HOUSE MANAGER; THE HOUSE MANAGER IS NOT RESPONSIBLE FOR TRACKING DOWN CLIENTS. FEES ARE PAID ONE WEEK IN ADVANCE AND MUST BE KEPT CURRENT. IF A CLIENT CANNOT MAKE A PAYMENT, A PAY STUB OR COPY OF THE PAYCHECK IS REQUIRED.
- A. DAILY FEE: \$25.00, FOR PRORATING ONLY.
- A. WEEKLY: \$170.00, DUE EVERY FRIDAY.
- B. BIWEEKLY: \$340.00, DUE EVERY OTHER FRIDAY.
- C. MONTHLY: \$680.00, DUE ON THE FIRST OF THE MONTH.
37. IF A CLIENT IS BEHIND ON FEES AND HAS ACCUMULATED AN ARREARS BALANCE, THE CLIENT WILL BE PLACED ON A PAYMENT PLAN. HE MUST MAKE PAYMENTS TOWARD THE ARREARS WHILE ALSO PAYING HIS WEEKLY OR BIWEEKLY FEES. CLIENTS MUST MAKE THE MINIMUM WEEKLY PAYMENT APPROVED BY STAFF, BUT MAY PAY MORE IF THEY CHOOSE. THE ARREARS REQUIREMENTS ARE LISTED BELOW.
- A. WEEKLY: \$30.00 PLUS THE \$170.00 WEEKLY FEE, FOR A TOTAL OF \$200.00.

- B. BIWEEKLY: \$60.00 PLUS THE \$340.00 BIWEEKLY FEE, FOR A TOTAL OF \$400.00.
- C. MONTHLY: \$100.00 PLUS THE \$680.00 MONTHLY FEE, FOR A TOTAL OF \$780.00.
- D. IN SOME CIRCUMSTANCES, STAFF MAY DESIGNATE A DIFFERENT PAYMENT PLAN BASED ON THE OUTSTANDING BALANCE.

GOOD FAITH

38. IF YOU ARE ADMITTED IN GOOD FAITH WITHOUT PAYMENT, YOU ARE EXPECTED TO FIND A JOB AS SOON AS POSSIBLE. IF YOU ARE NOT WORKING WITHIN 2 WEEKS OR DO NOT MEET YOUR FINANCIAL OBLIGATIONS, YOU MAY BE DISCHARGED FROM THE PROGRAM. YOU ARE RESPONSIBLE FOR FEES BEGINNING ON YOUR DATE OF ENTRY.

HOUSE MANAGERS & ASSISTANT DIRECTOR

39. THE HOUSE MANAGER OR ASSISTANT DIRECTOR MAY ESTABLISH A NEW RULE AS NEEDED IF AN ISSUE ARISES IN THE HOUSE.

HOUSE MEETINGS

FIRST MONDAY OF THE MONTH AT 6:00 P.M.

FEELINGS MEETINGS ARE HELD ON THE FIRST MONDAY OF THE MONTH

6:00 P.M. AT WOOD AVENUE (OAKLEY)

FEELINGS MEETINGS ARE MANDATORY. FAILURE TO ATTEND MAY RESULT IN THE FOLLOWING FINES:

THE ONLY EXCEPTIONS ARE IOP OR A WORK CALL. COMMUNICATE WITH STAFF IF YOU WILL BE LATE OR MISS THE HOUSE MEETING.

- A. FIRST OFFENSE: \$20.00
- B. SECOND OFFENSE: \$25.00
- C. THIRD OFFENSE: DISMISSAL FROM THE SAFE HAVEN PROGRAM

ACKNOWLEDGMENT AND AGREEMENT

AS A SAFE HAVEN FOR MEN CLIENT, YOU ACKNOWLEDGE THAT YOU ARE IN A SELF-HELP LIVING ARRANGEMENT. YOU DO NOT PAY RENT; YOU PAY A PROGRAM FEE. PROGRAM FEES ARE NONREFUNDABLE. IF YOU ARE ASKED TO LEAVE THE PROGRAM, THERE IS NO GRACE PERIOD. YOU MUST LEAVE THE PROPERTY IMMEDIATELY AND TAKE YOUR BELONGINGS WITH YOU.

BY SIGNING THESE RULES, YOU ACKNOWLEDGE THAT YOU DO NOT HAVE A LANDLORD-TENANT RELATIONSHIP WITH SAFE HAVEN FOR MEN. IF YOU REFUSE TO LEAVE, TRESPASSING CHARGES MAY BE FILED. FEES PAID BEFORE EJECTION OR DISMISSAL WILL NOT BE REFUNDED.

THE FIRST 2 WEEKS' PROGRAM FEES ARE NONREFUNDABLE.

I, _____, UNDERSTAND AND ACCEPT THESE RULES AS A CONDITION OF MY ADMISSION TO THE SAFE HAVEN FOR MEN TRANSITIONAL PROGRAM.

CLIENT: _____ DATE: _____

HOUSE MANAGER: _____ DATE: _____

DIRECTOR: _____ DATE: _____



RESIDENT EMERGENCY RELAPSE PLAN

NAME: _____

DATE: _____

1. Who should we notify? Include the person's name, phone number, and relationship.

2. Who should we NOT notify? Include the person's name and relationship.

3. I would like Safe Haven for Men to do the following if I relapse (check all that apply):

Call a cab Drive me to a hotel Call a relative Take me to detox

Take me to a hospital Leave on my own accord Other (explain): _____

I understand that I cannot remain on SAFE HAVEN FOR MEN property after a relapse. Upon leaving, I will collect my medication and return within 3 days to collect the rest of my belongings. By signing this document, I agree to the following:

1. I will not hurt myself or anyone else.
2. I will call the numbers below after leaving the property.

3. If a vehicle is involved, I will leave it at Safe Haven for Men until I am no longer under the influence or have a responsible driver available to drive it.

Western Carolina Rescue Mission: 828-254-1529 Mission & St. Joseph's Hospital: 828-213-8770 Neil Dobbins: 828-253-6306

National Suicide Prevention: 988 Patton Counseling Service: 828-387-8904 ARP/Phoenix: 828-254-2700

Swain Recovery Center: 828-669-4161 Salvation Army: 828-258-2883 October Road: 828-350-1000

Client Signature: _____ Date: _____

Witness: _____ Date: _____



REGULATIONS AND REQUIREMENTS FOR PROGRAM FEES

Clients' program fees are invoiced according to their employment or income status, whether they are working, receiving Social Security or disability benefits, or retired. Clients are invoiced according to their pay dates and must report those dates to the house manager, whether they are paid weekly, biweekly, or monthly. The payment criteria are listed below.

Weekly program fee: \$170.00, due Friday.

Biweekly program fee: \$340.00, due every other Friday.

Monthly program fee: \$680.00, due on the first of the month or on the client's pay date.

All program fees must be submitted to the house manager no later than 6:00 p.m. on the following Sunday. This provides a 3-day grace period. A \$10 late fee will be assessed if payment is not received by 6:00 p.m. Sunday. It is the client's responsibility to pay the house manager; the house manager is not responsible for tracking down clients. We understand that circumstances may occasionally prevent payment by the deadline. In that case, the client must communicate with the house manager. Repeated late payments are not acceptable.

I, _____, have reviewed and understand the Safe Haven for Men policy

(Print Name)

stated above as of this date: _____.

Client Signature: _____ Date: ____/____/____

House Manager: _____ Date: ____/____/____

Executive Director: _____ Date: ____/____/____