

Discharge Policy

Policy Statement

- Discharge decisions are made with careful consideration of the participant's situation and community safety.
- Participants are included in discharge planning, and a Plan of Action will be created to support continued recovery.
- Resources and referrals (treatment, housing, support services) will be provided or attempted.

Procedures

1. Grounds for Discharge

Discharge may occur due to:

- Major or repeated rule violations
- Behavior posing safety risks
- Non-compliance with a Recovery Re-Engagement Plan
- Persistent refusal to follow program guidelines

2. Discharge Decision

The Program Director, with the House Manager, evaluates:

- Severity and nature of the issue
- Participant's willingness/ability to correct it
- Impact on the community

3. Notification

- No Notice: Threat to yourself and/or others
- 7 Day Written Notice: Non-payment of fees
- 14 Day Written Notice: Reasons outside of policy violations

4. Discharge Planning

A Plan of Action may include:

- Referrals (detox, treatment, outpatient)
- Assistance finding alternative housing
- Employment, counseling, or other support resources
- A local resource list will be provided.

5. Immediate/Emergency Discharge

- If there is an immediate safety risk, the participant may be required to leave at once.
- Staff will help secure temporary accommodations when possible.

6. Documentation

A Discharge Report will include:

- Participant name/date
- Reason for discharge
- Summary of meeting and agreements
- Referrals/resources provided
- This report is kept in the participant's file.