

CALM House Phase Program

1. The CALM House participates in a Phase Program that is behavioral and rules based. The Phase Program is outlined below:
 - a. Transition Period: Day 0 to Day 14.
 - b. Phase 1: Day 15 to Day 30.
 - c. Phase 2: Day 31 to Day 60.
 - d. Phase 3: Day 61 to Day 90.
 - e. Phase 4 Day 91 to end of Program.
 2. Upon acceptance into CALM House, the new resident will be restricted to the House (except for work hours, if she has existing employment) for a minimum of 2 weeks. This is the resident's **Transition Period**.
 - a. The resident will be given the House Rules Handbook and the Daily Schedule. She will read and understand all House Rules and Daily Schedule will be expected to abide by them. She will also be assigned House Chores by the House Manager.
 - b. The resident will be given an intake and she will have various appointments and classes during the Transition Period.
 - c. The resident will be assigned a Case Manager and will apply to all eligible programs before the move to Phase 1.
 - Apply for FWB, Niceville & Section 8 Housing
 - Apply for EC Rider (Dial A Ride)
 - Health Insurance
 - Apply for Daycare
 - Disability Application
 - Early Head Start
 - Education
 - WIC
 - Social Security cards
 - Child Support
 - Childcare Voucher
 - Valid ID or Driver's License
 - Child Find
 - TANF
 - d. The resident will be evaluated by all the individuals that are working with her during the Transition Period. The Program Facilitator will review the evaluation tools with the resident to be used during the Transition Period, and the 30-, 60- and 90-day point in the program.
 - e. During the Transition Period, CALM reserves the right to excuse the resident at any time for not adhering to the House Rules, Daily Schedule or assigned duties, such as chores. If the resident is dismissed, she will have 72 hours to remove herself, her child/children and all her belongings from the premises.
 - f. The resident will also be able to walk to the Lutheran Church or Rosemont Baptist Church on Sundays and/or Wednesdays, to attend church services only. During this time, the Resident may also attend Celebrate Recovery. She must return directly to CALM House as soon as these are over. Her destination, departure and return time must be written on the Communication Board.
 - g. To progress out of the Transition Period, the resident must have Zero (0) write ups for not following the rules. For example, a write up received on day 1 will result in one extra day in the Transition Period. However, CALM reserves the right to progress a resident forward or continue to keep a resident in the 2-week Transition Period based on the warnings or write ups the resident has received or progress noted.
- 2. Phase 1:**
- a. The resident may leave the CALM House for a 30-minute pass each day to walk with her child in the neighborhood or go to the gas station. She must obtain permission from the House Manager and will only be allowed to go out during the hours of 9:00am-5:00pm. She must have all assigned chores completed

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before requesting her 30-minute pass. Her destination, departure and return time must be written on the Communication Board.

- b. If she is late returning from her 30-minute pass, she will be ineligible for a 30-minute pass the next day. If she is late a second time, she will be written up and she will have no more passes during Phase 1. At the end of Phase 1 (Day 30), she will repeat Phase 1 again and earn her privileges back.
- c. At no time during Phase 1 shall the resident or her child be in a motorized vehicle, unless CALM Staff has approved it (such as transportation to and from work, and/or childcare) or has approved the resident to transport herself in her own car, for a necessary appointment.
- d. The resident will also be able to walk to the Lutheran Church or Rosemont Baptist Church on Sundays and/or Wednesdays, to attend church services only. She must return directly to CALM House once church is over. Her destination, departure and return time must be written on the Communication Board.
- e. The resident will adhere to all the House Rules, Daily Schedule, and chores that she was assigned during the Transition Period with no write ups. If she receives write ups for not following the House Rules, Daily Schedule or not doing her chores, then she will be restricted to this Phase with NO 30-minute walk privileges. To be clear; she will be restricted to the CALM House only until such time she receives no write ups within 24 hours and then shall earn her 30-minute walk pass back.
- f. If all programs have not been applied for per Case Manager, the resident will have to complete these tasks before progressing to Phase 2.

3. Phase 2:

- a. The resident will secure employment before any other Phase 2 privileges apply.
- b. The resident will earn a 60-minute pass each day from CALM, allowing her to walk to places such as a local park or Walmart. She must obtain permission from the House Manager and will only be allowed to go out during the hours of 9:00-5:00pm. She must have all assigned chores completed before requesting her 60-minute pass. Her destination, departure and return time must be written on the Communication Board.
- c. If she is late returning from her 60-minute pass, she will be ineligible for a 60-minute pass the next day. If she is late a second time during this Phase, she will be written up and she will have no more passes during Phase 2. At the end of Phase 2 (Day 60), she will repeat Phase 2 again and earn her privileges back.
- d. At no time during Phase 2 shall the resident or her child be in a motorized vehicle, unless CALM Staff has approved it (such as transportation to and from work, and/or childcare), or has approved the resident to transport herself in her own car, for a necessary appointment.
- e. The resident will also be able to walk to the Lutheran Church or Rosemont Baptist Church on Sundays and/or Wednesdays, to attend church services only. She must return directly to CALM House once church is over. Her destination, departure and return time must be written on the Communication Board.
- f. If the resident has a car, she may drive to another area church on Sunday, to attend church services only. She must return directly to CALM House once church is over. Her destination, departure and return time must be written on the Communication Board.
- g. The resident will adhere to all the House Rules, Daily Schedule and chores that she was assigned during the Phase 1 with no write ups. If she receives write ups for not following the House Rules, Daily Schedule or not doing her chores, then she will be restricted to this Phase with NO 60-minute walk privileges. To be clear; she will be restricted to the CALM House only until such time she receives no write ups within 3 days.

3. Phase 3:

- a. The resident will earn a 90-minute pass each day from CALM, allowing her to walk (or drive) in

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the local area. She must obtain permission from the House Manager and will only be allowed to go out during the hours of 9:00am-5:00pm. She must have all assigned chores completed before requesting her 90-minute pass. Her destination, departure and return time must be written on the Communication Board.

- b. The resident will also be able to leave CALM on the weekends for a period of 2 hours, either Saturday or Sunday and will not be used in conjunction with her 90-minute pass. She must obtain permission from the House Manager and will only be allowed to go out during the hours of 9:00am-5:00pm. She must have all assigned chores completed before requesting her 2-hour pass. Her destination, departure and return time must be written on the Communication Board.
- c. The resident may drive during Phase 3 during their daily 90 minute and weekend 2-hour pass.
- d. The resident will also be able to walk (or drive) to the Lutheran Church or Rosemont Baptist Church, or any local church on Sundays and/or Wednesdays, to attend church services only. She must return directly to CALM House once church is over. Her destination, departure and return time must be written on the Communication Board.
- e. The resident will adhere to all the House Rules, Daily Schedule and chores that she was assigned during the Phase 2 with no write ups. If she receives write ups for not following the House Rules, Daily Schedule or not doing her chores, then she will be restricted to this Phase with NO 90-minute pass or 2-hour weekend pass. To be clear; she will be restricted to the CALM House only until such time she receives no write ups within 3 days.

4. Phase 4

- a. The resident will earn a 120-minute pass each day from CALM, allowing her to walk (or drive) in the local area. She must obtain permission from the House Manager and will only be allowed to go out during the hours of 9:00am-5:00pm. She must have all assigned chores completed before requesting her 120-minute pass. Her destination, departure and return time must be written on the Communication Board.
- b. The resident will also be able to leave CALM on the weekends for a period of 3 hours on either Saturday or Sunday, not to be used in conjunction with the daily pass. She must obtain permission from the House Manager and will only be allowed to go out during the hours of 9:00am-5:00pm. She must have all assigned chores completed before requesting her 3-hour pass. Her destination, departure and return time must be written on the Communication Board.
- c. The resident will also be able to walk (or drive) to the Lutheran Church or Rosemont Baptist Church, or any local church on Sundays and/or Wednesdays, to attend church services only. She must return directly to CALM House once church is over. Her destination, departure and return time must be written on the Communication Board.
- d. The resident will adhere to all the House Rules, Daily Schedule and chores that she was assigned during the Phase 3 with no write ups. If she receives write ups for not following the House Rules, Daily Schedule or not doing her chores, then she will be restricted to this Phase with NO 120-minute pass or 3-hour weekend pass. To be clear; she will be restricted to the CALM House only until such time she receives no write ups within 7 days.