



## **Horizon House Guidelines and Agreement**

Recovery is the number one priority! Recovery is your responsibility, but the sober housing community and staff are always “here” to provide needed guidance and support. The following rules and guidelines are in place to support your success and assure a safe and healthy environment to live in.

### **1. Substance Use**

“Zero tolerance” use of drugs, alcohol or inhalants is prohibited (including misuse of prescription medications). Any “use” may result in immediate termination. In the case of “suspected” chemical use, a drug and/or alcohol test will be administered.

**We do NOT allow Medical Marijuana in any form or any Delta-9 products.**

### **2. Abuse**

“Zero tolerance” of physical violence or threats of violence. Verbal abuse of any resident or staff is also prohibited. Any violations will result in your immediate termination from the program and police will be called if necessary.

### **3. Property**

Horizon House does not assume responsibility for any loss, theft, or damage to your personal property. Personal safes are installed in each room for your use to secure any items of value/importance. All medications are to be locked in your safe. You will be held financially responsible for any damage to your room or Horizon House property that occurs as a result of your negligence or inappropriate behavior. Intentional destruction of property is grounds for immediate termination and police will be contacted if appropriate.

#### 4. Pets/Smoking/Weapons

No pets of any kind are allowed. You may not smoke or vape in the house. Guns, crossbows and other weapons are prohibited at Horizon House. You are allowed a small pocket knife with a blade of 1 inch or less.

#### 5. Searches

Your rooms can be searched by Horizon House Management at any time for substances, alcohol, or dangerous weapons.

#### 6. Theft

Theft will not be tolerated and will result in immediate termination; this includes theft of food from another resident. Residents are not permitted in another resident's room. You may not borrow or use another's property without the resident physically giving that property to you. Always ask even if it is implied that you may have or use something of another resident.

#### 7. Employment/School/Volunteering

If you are attending school, volunteering and/or working part-time you are required to provide verification of these activities, and singularly or in combination they must total 32+ hours per week. You must give management a copy of your schedule and 1 copy of a pay stub as proof of employment.

#### 8. Supplies

Horizon House provides furniture in the room. You are responsible for providing your own food and personal items. You may be able to move in additional furniture with the pre-approval of the sober housing manager.

There is a \$15.00 community fee every month to assist with provided supplies. This fee is due on the 1st of the month in addition to your program fee. (Paid to the house lead). This fund will cover dish soap, hand soap, coffee, creamer, paper towels, toilet paper etc.

#### 9. Overnight Passes

You are permitted TWO (2) 24 hour passes per month. Overnight pass requests must be submitted to the sober housing manager. You need to give at least 24 hours advance notice. **You must get approval prior to your departure, if you do not get prior approval, it will be denied and you could be terminated.** You must notify the sober housing manager when you return. You may be asked to comply with a drug test upon return from pass. This is a safety issue for yourself

and fellow residents. No overnight passes during the first 30 days in sober housing, unless approved by sober housing staff.

#### 10. House Community Meeting

Participation in the weekly House Community Meeting is **mandatory**. The meeting is held weekly on Sunday nights. The West house is 6 pm and the East house is 7 pm. All residents must be on time and are not allowed to leave early, unless pre-approved by sober housing staff. Staff must pre-approve any absence from the meeting.

#### 11. Recovery Meetings

You are required to attend at least (3) Recovery based meetings per week that are appropriate for your addiction. One meeting per week can be via zoom. The other 2 have to be in person. You must submit weekly meeting attendance sheets to management that are emailed to you every Sunday. You must attach a picture of the meeting signature sheet.

**You must obtain a sponsor.** It is also expected that you actively work through the 12-Steps with your sponsor. If you are involved in an alternative recovery program, you must demonstrate active participation and provide proof of attendance.

#### 12. Curfew

Sunday through Thursday – you are to be in the house by 11 pm and Friday/Saturday/Holidays by midnight. Sober housing staff will conduct random curfew checks. You may not leave the yard after curfew or you will be terminated.

#### 13. Visiting Hours and guests

Visiting Hours are Monday-Friday from 5:00 pm to 9:00 pm and Saturday/Sunday/Holidays from 9:00 am to 9:00 pm. Visitors are not allowed during weekly house meetings.

All guests must be in the common area of the house. All guests must comply with established sober housing rules. House management reserves the right to disallow any visitor for any reason. No visitors are allowed on the property past 9 pm.

***No visitors are allowed in your bedroom***

#### 14. Medications

Residents must be able to manage their own medications and consume them strictly as prescribed. Unauthorized handling or consumption of medications is grounds for termination. Management can do a medication count at anytime. If proof that medication is not taken as prescribed, you may be terminated.

In the event a controlled medication has been prescribed, you must provide documentation (to sober housing staff) from the physician who prescribed it. All medications are to be kept in your safe, including controlled medications and sharps.

For diabetics, new and used syringes must be kept in a locked safe. Approved sharps containers must be used for disposal of syringes

Adverse reactions to medications must immediately be reported to your physician and or Poison Control: (1-800-222-1222)

**You may not consume any medications that contain alcohol or amphetamines (unless prescribed).**

**Sharing or giving your medication to another resident is grounds for termination.**

#### 15. Incidents

You need to immediately notify Horizon House staff by phone and complete an incident report for any incident resulting in injury or loss, suspected substance use, or an incident between you and another resident. This will include a full accounting of the incident in detail.

## 16. Community

You are important models of early sobriety in this community. We value the positive influence you have with one another at Horizon House. If it is determined that you are jeopardizing another resident's physical and/or emotional well-being or sobriety, you may be terminated from Horizon House Sober Living.

## 17. Gambling/ Internet Use

Gambling at Horizon House is prohibited, you may do so in the community. However if your gambling becomes an issue you can be directed to attend Gamblers Anonymous. Downloading or pirating copyrighted music, movies, video games or TV shows on the Horizon House WiFi or VPN is prohibited.

## 18. Commitment to Change

The Horizon House Management will intervene on any behavior that is detrimental to your or another's recovery. Individual commitment to change expectations may be added to your Sober Housing commitment to better support your needs. Interventions may also be recommended by the peer community to support community needs. If you know that someone is putting his own recovery at risk or the recovery of others at risk, you must report this to staff immediately. Withholding information may jeopardize your own recovery and potentially your placement in Horizon House. If you are not following the house rules you can receive a commitment to change. Together we must all protect the structure and integrity of the community and assure a safe place for all to live.

## 19. Cleanliness

Horizon House encourages you to live comfortably in your room. However, if your living space is not kept clean, personal hygiene becomes a health and/or safety issue, or house chores are not completed, Horizon House reserves the right to take necessary action such as, discussions, commitment to change expectations and or dismissal from the program. To support you in maintaining a clean and healthy living environment, each room will be randomly monitored by sober housing staff on a regular basis. You are responsible for keeping your bedroom as well as common areas of the facility and your weekly chore completed daily.

## 20. Mental Health

Horizon House understands that many individuals deal with dual diagnosis. We encourage you to work with a therapist, psychiatrist, case manager, and/or ARHMS worker. You need to take your mental health medications daily. If you are in crisis, we will direct you to call 911, go to the local emergency room or contact Birch Tree Center at 218-623-1800 or Yellow leaf at 218-740-5300. or text the community crisis response team at 844-772-4724 or call or text the suicide crisis hotline at 988. Horizon House is not equipped to deal with mental health issues. If your mental health is not stable, we will work with you and your support team to find more appropriate housing. However, based on a case-by-case situation you may be discharged from Horizon House before appropriate housing is secured.

## 21. Moving On

This program is meant to be a transition for you between treatment and independent living. **To receive a refund of your program deposit, you must give us a 30 day written notice on the 1st of the month prior to move out date and have completed the 120 days as stated in the residency agreement.** This gives you time to complete any unfinished business and allow applicants on our waiting list to make plans for admission.

If you are being discharged, we will give you 48-hour notice and work with your team to find another placement for you. However, it is on an individual basis. If termination is due to violating the guidelines/agreement or the residency agreement you will have to vacate the premises immediately. We will then notify your emergency contact and probation/parole officer that you have been terminated.