

Monthly Recovery & Accountability Log— Summary & Accountability Interpretation

This monthly log summarizes patterns from the Daily Recovery & Accountability Logs and is used to evaluate consistency, follow-through on commitments, and need for intervention.

CTC (Commitment to Correct)

CTC is required when a member presents financial risk (past due rent, outstanding balances, or deferred payment obligations) and/or demonstrates unresolved behavioral noncompliance.

- Rent not paid by the 1st, any outstanding balance, or active deferred payment requires CTC
 - Members on CTC must demonstrate increased participation, accountability, and follow-through
 - Failure to meet CTC terms may result in a **10-day notice to vacate or termination**
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Payment Commitments

Deferred payments and rent reflect member-agreed schedules. Missed payment dates, failure to follow agreed terms, or unpaid balances constitute noncompliance and require **CTC until resolved in full**.

Behavior Commitments

Daily meetings, sponsor engagement, and adherence to house standards are required. Ongoing violations or missed meetings may result in **CTC and/or a 10-day notice**.

Immediate Termination / Removal

Substance use, tampering with security devices or protocols (e.g. cameras and unlocking doors), possession or distribution, violence, or other safety threats may result in **immediate termination of housing**, independent of CTC timelines.

Outcome

This log supports decisions regarding continued housing, escalation, or transition. Members who meet commitments progress toward independent living. Those who do not may require a **higher level of care or less structured environment**.

This document reflects patterns over time—not isolated events—and is used to guide housing decisions.

Financial Status – C = Current | D = Deferred | P = Past Due | 3 = 3rd Party

CTC & Accountability Rules, CTC Complete / Move-Out Date: “Meet commitments by this date or move out.” Enter the date by which the Member must fully comply with financial and/or behavioral commitments. If not completed by that date, the Member must move out. Members on deferred or past due payments remain on CTC until they comply with agreed terms and are paid in full. Immediate termination may occur prior to this date for any failure to follow the terms or the CTC, safety or substance-related violations.