

Esperanza Houses, Inc. - Rules & Regulations

1. Each person is required to stay drug and alcohol free for the entirety of their stay with Esperanza Houses, Inc. Failure to do so will result in immediate dismissal. Depending upon the severity of the infraction, any resident asked to leave usually has less than 1 hour to gather their items and make arrangements to receive alternative help. Esperanza Houses, Inc. will also take an active role in helping you find other accommodation and begin a return to sobriety. Removal from Esperanza House’s property is not a punishment or a matter of complete disapproval. Removal from Esperanza’s property is for the safety of the remaining residents and a hope for a better approach at lasting sobriety for the person being asked to leave. \_\_\_\_\_\_\_\_\_\_\_\_

2. All Residents are required to complete the Naloxone/Narcan training within 72 hours (about 3 days) of admission. (Ask Your House Manager for Training on Narcan If They Do Not Supply This Training Within 72 Hours of Your Admission) \_\_\_\_\_\_\_\_\_\_\_

 3. Random drug detection urine testing can be done at *any time* while you are a resident of Esperanza Houses. Only Esperanza staff, Directors or House Managers may make this request. Failure to comply with the request or refusal of offering a sample within 1 hour of a legitimate request for a urine sample will be considered no different than a positive test. Random drug tests will be administered once a week, usually before or after a house meeting, and the random selection process is usually conducted by way of a (“Draw From A Hat” or “Low/High Card”) system. If you have a concern with the way randoms are conducted, do not hesitate to inform your House Manager or someone on Esperanza House’s staff of your concern. \_\_\_\_\_\_\_\_\_\_\_

4. Once selected for a urine test, protocol is as follows: The individual selected will remain in view of a Esperanza staff member or house manager until the selected residents are ready or able to give a sample. Samples are taken with an authorized Esperanza House Director or House Manager in the bathroom while the sample is being taken. **No** Esperanza staff member or house manager or Esperanza Client may view your genitalia while the test is underway. The person selected to assist in the random or mandatory urinalysis must only be in the room/bathroom where the sample is being taken. Also, the testing must take place with a wall separating the person providing the sample, or the person assisting must have their back turned from the person while the test is being conducted. *If you have ANY concerns or feel uncomfortable in ANY way, please express this immediately to the ranking house manager or Director on site. If one is not available that you feel comfortable speaking with, you may request to call another Director to discuss your concern.* However, this interaction will not stop or delay the 1-hour clock regarding providing a urine sample within a 1-hour window of the intital request. \_\_\_\_\_\_\_\_\_\_\_\_

5. If a positive urine/breathalyzer test is given, client will be offered assistance with seeking treatment, as much as within our power. If unsuccessful or resident refuses, resident and ALL personal property must leave the premises within one hour of not locating an alternitive housing, rehab or transportation. If able, Esperanza House will attempt to provide you transportation to a safe location after leaving our facility. \_\_\_\_\_\_\_\_\_\_\_\_

6. House managers must have a **complete** list of all the medications any resident is taking. We do not accept people on narcotic and/or addictive medication as residents. Failure to give a complete list of medication may/will result in dismissal and removal from Esperanza Properties. \_\_\_\_\_\_\_\_\_\_

7. Residents must take any medications prescribed, as prescribed. Esperanza Houses do NOT dispense medications. Medications will be reviewed ensuring the safety of the resident and house. Residents may be asked to count their OWN medication in front of the house manager at ANY time. All medication must be accounted for. \_\_\_\_\_\_\_\_\_\_\_

8. Residents must follow up with any recommended aftercare treatment that they are referred to (PHP, IOP, Therapy, etc.) Also, it is suggested that you find or continue constant contact with you PCP/Personal Physician. \_\_\_\_\_\_\_\_\_\_\_

9. Residents must make at least 25 recovery based meetings in their first 30 days (about 4 and a half weeks) while living in an Esperanza House location. Additionally, 4 meetings a week, after a resident’s first 30 days, are a requirement for continued occupation of an Esperanza House’s spot. \_\_\_\_\_\_\_\_\_\_\_\_

10. Residents must get and maintain a sponsor, home group, and service commitment. (If you’re unfamiliar with these terms and suggestions, please speak to a Director or House Manager) Residents must be actively working the 12 steps to recovery. We are sure this is the best chance you will have a maintaining your newfound sobriety and living a full life without alcohol or drugs. \_\_\_\_\_\_\_\_\_\_\_

11. Residents must attend and participate in the weekly house meetings. \_\_\_\_\_\_\_\_\_\_\_\_

12. New residents will be on Orientation for a minimum of 2 weeks. Orientation means that residents can go on job search Mon. through Fri. from 9 am to 4 pm. Residents beyond their first 2 weeks must be out on job search from 9 am to 2 pm, Mon. through Fri. Residents will also be escorted to meetings by senior members during this time. No contact with the opposite sex/or your preferred sexual preference will be tolerated while on orientation. (Usually your first 2 weeks) \_\_\_\_\_\_\_\_\_\_\_\_\_\_

13. **The following must be done to come off Esperanza House’s orientation:** Homegroup, Sponsor, Service Commitment, Following The House Rules, Employed, Making Regular Payments Toward Current Rent/Any Arrears and Participating in ALL Esperanza Mandatory Assigned Chores. \_\_\_\_\_\_\_\_\_\_\_

14. Residents will not be in bed after 9 am, Mon. through Fri. or after 10 am Sat and Sunday. Beds must be made and rooms clean before leaving in the morning. There will be no food, trash, or dirty dishes left in rooms. Trash must be removed from rooms nightly and placed in the large receptacles. \_\_\_\_\_\_\_\_\_\_\_

15. Everyone in the house is assigned a chore, which is to be done daily. The residents will check their housemate’s chore area and sign off on completion. House Managers will have the ability to suggest that the chore was not done correctly and ask kindly that it is corrected.\_\_\_\_\_\_\_\_\_\_\_

16. Smoking is not permitted in any room of the house, residents can/will be dismissed if caught smoking in the house. All designated smoking areas will be shown to you upon arrival and are no less than 50 ft. from the main house. \_\_\_\_\_\_\_\_\_\_\_\_

17. Anyone involved in acts or threats of violence will be dismissed **immediately**. Law Enforcement will be involved if necessary and clients must vacate property within less than one hour of any overt violent activity. \_\_\_\_\_\_\_\_\_\_\_

18. All crimes committed by clients will be reported to parole/probation and the local police or sheriff with NO exceptions. \_\_\_\_\_\_\_\_\_\_

19. Curfew is 11 PM Sunday through Thursday, and Midnight on Friday and Saturday. Exceptions for some curfews can be requested and must be pre-approved by the House Manager/Director. \_\_\_\_\_\_\_\_\_\_\_\_

20. Residents who are eligible for overnight accommodation must submit the proper request 48 hrs. prior to requested date. Exceptions will be made on a merit basis by the General Manager/House Manager and Directors. All overnights will be followed with a drug test within 12 hours of returning to Esperanza properties. \_\_\_\_\_\_\_\_\_\_\_\_

21. Members of the opposite sex will not be brought to any Esperanza House without pre-approval by the General Manager. All visitors must remain in communal areas, with approval from the House Manager and a pre-announcement to all residents that a non-Esperanza person will be on the property. Pre-approved visitors are only allowed in the house between 4-8pm Mon-Fri and 12-9pm on weekends and holidays. \_\_\_\_\_\_\_\_\_\_\_

22. Sexual acts are strictly prohibited in the house. \_\_\_\_\_\_\_\_\_\_\_

23. Residents are not permitted to congregate at other recovery houses or with residents from other recovery houses without prior approval from GM/House Manager or a Director. \_\_\_\_\_\_\_\_\_\_\_\_

24. Lights, air conditioners (Avg. of 74 degrees F) TV’s and any unnecessary 24/7 devices are to be turned off when residents leave rooms. If this is a recurring violation, a House Manager may assess a fine on your upcoming rent, not to exceed $5.00, for each instance. \_\_\_\_\_\_\_\_\_\_\_

25. Residents must sign in and out whenever leaving the house for any reason and make note of where they are going and with whom. \_\_\_\_\_\_\_\_\_\_\_

26. Residents will not enter rooms other than their own. \_\_\_\_\_\_\_\_\_\_\_

26. Minor rule infraction consequences are on a progressive basis and result in program termination if redirection is not successful. Major rule violations will result in immediate termination. \_\_\_\_\_\_\_\_\_\_\_\_

I willfully and knowingly enter Esperanza House’s recovery program and sober living. I have read and understand the rules and regulations outlined in this contract and agree to follow them ALL. I understand that the program fees paid to Esperanza House do not constitute rent, therefore **I Have No Tenant Rights.** As a guest, I know that failing to follow the house rules will result in my immediate dismissal from the program and my guest status will be revoked. I will leave the property within **one hour** and not return without permission. Esperanza House has the right to dismiss any client who fails to comply with this contract without notice. All program fees will be **non-refundable**. Esperanza House will not be responsible for any personal belongings left on the property. You must take all personal effects upon departure. Any effects left by clients will be donated.

Printed Name of Client: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Esperanza House Witness: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Official Date and Time of New Client’s Entrance Into the Esperanza House Program:

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_