

J1S GROUP HOMES, LLC

Resident Handbook, Rules & Community Standards

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1. Purpose of the Home

- Provide safe, stable, respectful housing for older adults transitioning back into the community.
- Maintain a peaceful shared-living environment.
- Maintain a drug-free, violence-free, and harassment-free household.
- Residents remain responsible for complying with any lawful parole, probation, court, or supervision conditions that apply to them.
- Residents must be able to perform the activities of daily living required for an independent-living setting.
- Residents must agree to the Licensee Agreement and House Rules before moving in.

2. Resident Responsibilities

- Follow the Licensee Agreement, Handbook, and House Rules.
- Pay rent and other lawful agreed charges on time.
- Report maintenance problems and safety hazards promptly.

3. Zero-Tolerance Safety Rules

- Violence, physical assault, fighting, serious threats, intimidation, stalking, sexual assault, and sexual harassment are prohibited.
- Arson, deliberate major property destruction, and tampering with fire alarms or critical safety equipment are prohibited.
- Illegal drug possession, manufacturing, sale, or distribution on the property is prohibited.
- Any conduct creating an immediate danger to residents, staff, neighbors, or emergency personnel is prohibited.
- Call 911 when there is an immediate threat to life or safety. Serious incidents should be documented.

4. Drug & Alcohol Policy

- Illegal drugs, drug manufacturing/distribution, sharing controlled substances, and unauthorized prescription-medication sharing are prohibited.
- Alcohol use is prohibited inside the property, but is permitted outside the property.
- No underage drinking, disruptive intoxication, prohibited-area drinking, impaired driving, or alcohol-related violence is permitted inside or outside of the property.

5. Medication Safety

- Residents are responsible for their own medications.
- Prescription medication may only be used by the person for whom it was prescribed.

- Residents may not sell, trade, lend, or share medication.
- Residents should keep medication secured and report lost or stolen medication promptly.

6. Guest Policy

- Guests must follow all House Rules and Residents are responsible for guest behavior.
- Guest visiting hours are between 10:00 am - 10:00 pm. No overnight guests are allowed.

7. Quiet Hours

- Residents must observe quiet hours from 10:00 PM–8:00 AM.
- No loud music, shouting, parties, loud television, unnecessary hallway noise, or repeated door slamming.
- Residents should use headphones when appropriate and respect neighbors.

8. Common-Area Rules

- Clean up immediately after use.
- Do not leave personal belongings throughout common areas.
- Do not monopolize shared spaces or remove furniture without permission.
- Do not block exits, hallways, stairs, or emergency access.
- Respect other residents' belongings.

9. Kitchen Rules

- Wash dishes and wipe counters after use.
- Clean spills immediately and dispose of expired food.
- Do not take another resident's food.
- Never leave cooking unattended.
- Turn off burners and appliances after use.
- Keep refrigerator/freezer areas organized and report malfunctioning appliances.

10. Bathroom Rules

- Keep bathrooms clean and personal items organized.
- Do not flush prohibited materials.
- Report plumbing problems immediately.

- Clean up water spills and respect privacy.
- No unauthorized modifications to fixtures.

11. Cleaning Responsibilities

- Complete assigned chores on schedule.
- Clean immediately after personal use.

12. Bedrooms & Personal Space

- Keep bedrooms sanitary and free of excessive trash.
- No unauthorized occupants.
- No changing locks or installing independent smart-lock hardware.
- No unauthorized surveillance equipment aimed at other residents.

13. Smoking & Vaping

- Smoking is prohibited inside the property. Vaping is permitted inside the property.
- Smoking is only allowed outside the property.
- No marijuana smoking is allowed inside or outside the property.
- Any violation of the smoking & vaping rules will result in the termination of License!!!

14. Fire & Emergency Safety

- Never disable or cover smoke detectors.
- Never block emergency exits or tamper with fire extinguishers.
- Keep exit paths clear and know evacuation routes.
- Participate in required fire drills.
- Do not use candles/open flames outside of the kitchen area.

15. Emergency Contact Information

- Maintain current emergency contact information.

16. Medical Emergencies

- Call 911 for life-threatening emergencies.
- Notify management as soon as reasonably possible.
- Report serious accidents and unsafe medical situations.

17. Senior Safety / Fall Prevention

- Keep stairs, hallways, and floors clear and dry.
- Report loose flooring, broken handrails, inadequate lighting, and other hazards.

18. Visitors & Children

- Visitors must follow House Rules.
- Residents are responsible for guests.
- Children must be supervised and may not be left unattended.
- Guests may not disturb residents or access private bedrooms without permission.

19. Pets

- No Pets are allowed on the Premises.

20. Transportation & Vehicles

- Park only in designated parking areas.
- No abandoned vehicles or unauthorized repairs in prohibited areas.
- Residents are responsible for licensing, insurance, registration, and safe driving.

21. Weapons & Dangerous Items

- Guns and unlawful weapons are Prohibited on the Premises.
- Threatening, brandishing, or using any object as a weapon is strictly prohibited

22. Theft & Personal Property

- Do not take, borrow, or use another resident's property without permission.
- Do not enter another person's room without authorization except as legally permitted for emergencies or legitimate management purposes.
- Do not open another resident's mail.
- Residents are responsible for securing valuables.
- Report suspected theft promptly.

23. Privacy

- Respect reasonable privacy within personal living spaces.
- No unauthorized searches of another Resident's belongings.

- No unauthorized entry into another person's room.
- No harassment through photography, recording, or disclosure of private information.

24. Technology & Internet

- Do not use the home's internet for illegal activity.
- Do not hack or access another person's accounts/devices without permission.
- Do not install unauthorized network equipment.
- Do not use technology to threaten, harass, or expose confidential resident information.

25. Mail & Packages

- Do not open another person's mail.
- Do not use another resident's identity.
- Packages must not obstruct exits.
- Residents should retrieve mail/packages promptly and report suspected theft.

26. Probation, Parole & Court Requirements

- Residents remain responsible for their own legal obligations.
- Examples may include reporting, appointments, travel restrictions, no-contact orders, required programs, and substance restrictions.
- The residence should not represent itself as the Resident's parole or probation officer.
- Information-sharing with supervision authorities should have a clearly defined lawful basis.

27. Respectful Conduct

- Speak respectfully and avoid threats, bullying, harassment, and intimidation.
- Respect personal boundaries, privacy, property, and differences among residents.
- Resolve ordinary disagreements peacefully.

28. Discrimination & Harassment

- Prohibit harassment and unlawful discrimination based on legally protected characteristics.
- Residents must be able to report discrimination or harassment without retaliation.
- House rules should be applied consistently and reviewed for fair-housing compliance.

29. Conflict Resolution

- Minor disputes should begin with a calm, respectful discussion when safe.
- If unresolved, submit a written complaint.
- Management reviews relevant information and may meet with involved residents.
- Document the resolution when appropriate.
- Violence, threats, abuse, or immediate safety issues bypass peer-to-peer resolution.

30. Complaint Procedure

- Provide clear methods for reporting safety problems, harassment, theft, maintenance issues, discrimination, abuse, neglect, exploitation, or staff misconduct.
- Identify who receives complaints, how emergencies are reported, expected response times, and any appeal process.
- Protect residents from retaliation for legitimate complaints.

31. Property Damage

- Residents may be responsible for intentional or negligent damage as allowed by law and the License.
- Distinguish resident-caused damage from ordinary wear and tear.
- Report damage promptly.

32. Maintenance Reporting

- Promptly report leaks, electrical problems, broken locks/windows, heating issues, plumbing problems, pests, moisture/mold concerns, smoke-alarm problems, unsafe stairs, flooring hazards, and broken appliances.

33. House Meetings

- Hold regular community meetings as appropriate.
- Use meetings for maintenance, cleaning, safety, schedules, community concerns, suggestions, and orientation of new residents.
- Keep meetings respectful and avoid using them to publicly shame residents.

34. Resident Move-Out

- Establish written notice requirements, final rent procedures, room inspection, key return, cleaning, property return, security-deposit procedures, forwarding address, and handling of personal property.
- Follow applicable landlord-tenant law rather than removing property informally.

35. Resident Orientation

- Review the rules face-to-face at move-in.
- Cover emergency exits, fire safety, kitchen, laundry, bathrooms, quiet hours, guests, substance policy, complaints, maintenance, rent, resident rights, and emergency contacts.

RESIDENT ACKNOWLEDGMENT

- I acknowledge that I received and reviewed the Resident Handbook, Rules & Community Standards.
- I understand that these rules are intended to protect resident safety, dignity, privacy, and peaceful shared living.
- I understand that this handbook does not replace my License or applicable law.
- I understand that violations may result in warnings, corrective action, or other lawful license remedies, depending on the seriousness and circumstances of the violation.
- I understand that serious safety violations may require immediate action consistent with applicable law.

Resident Name: _____

Resident Signature: _____

Date: _____

Management/Staff Name: _____

Management/Staff Signature: _____

Date: _____

Property / Program Name: _____

Property Address: _____