



ALL IN RECOVERY

Client Policy and Procedures

Effective: 10/01/2025

By signing admission paperwork, you agree to follow these rules. Violations result in restructured discipline or immediate discharge. No exceptions.

1. TREATMENT EXPECTATIONS

- Schedule **all** medical, dental, and mental health appointments **outside** treatment programming hours.
- **Attend ALL** scheduled program groups **on time** and **stay until dismissed**.

If you miss treatment for **ANY** reason, **IMMEDIATELY** contact:

- a. Your **Treatment Counselor**
- b. Your **House Manager**
- c. **Owner DIRECTLY** by email: info@allinrecovery.care

Missed Treatment Documentation:

- **Court, emergency doctor visit, or professional appointment:** Provide **proof paperwork** within 24 hours.
- **Illness:** Stay in the house **all day** AND attend via **Zoom**.
- **Telehealth: PROHIBITED** unless too ill to attend in-person (Zoom only that day).

NCNS (No Call, No Show) Consequences:

Offense	Penalty	Details
1st	3-Day Restriction	No overnights or visitors.
2nd	1-Week Restriction	No overnights or visitors.
3rd	IMMEDIATE DISCHARGE	30-day re-entry wait. Staff approval required for return.

Program Discharge/Transfer: Discharge from your treatment program = **IMMEDIATE house discharge**. Transfers **require staff approval first. NO EXCEPTIONS.**

2. MEDICATION & MAT

You are 100% responsible for tracking, securing, and self-administering your medications. **Provide your own lock box.**

Core Rules:

- **Do NOT share medications.**
- Take **ONLY** as prescribed.
- **Inform staff** of ALL prescriptions at admission AND any changes.
Failure = IMMEDIATE DISCHARGE.
- **Self-administer only** (no staff assistance). If unable, this house is **not for you**.
- Staff may **count medications** anytime if abuse is suspected.
Non-compliance = disciplinary action or discharge.

Specific Guidelines:

1. **Mood-altering meds** (opiates, benzodiazepines, barbiturates, sedatives, diet pills) **STRICTLY PROHIBITED.**
2. **Temporary medical need:** Submit **physician letter** for approval. Store in **lock box**.
3. **OTC meds:** Allowed.
4. **MAT (e.g., buprenorphine/methadone):** **Lock box required. We fully support tapering off MAT when appropriate.**
5. **Gabapentin/Medical Cannabis:** Treated as drug of abuse; **lock box required.**
6. **Storage:** Lock box, **out of sight** (no countertops/dressers).
7. **Dosage changes:** **Staff investigates deviations.** Intentional mood alteration = **IMMEDIATE DISCHARGE.**
8. **Discontinue meds:** **Doctor approval required first.**

3. SEARCHES FOR ILLEGAL/HAZARDOUS ITEMS

Staff **may search** your belongings and the entire residence **ANYTIME**, without notice, to ensure safety and sobriety.

4. RANDOM DRUG SCREENS

Staff **may test** urine, saliva, or breathalyzer **ANYTIME.**

Procedure:

1. Sit with staff until sample produced.

2. 1-HOUR MAXIMUM.

Failure to produce = **positive result** + consequences. Results documented in your file.

Positive drug test = Detox options, refusal of staff recommendation to detox requires pack up and immediate discharge.

5. INTERVENTION FOR INTOXICATED/IMPAIRED CLIENT

Relapse = **EMERGENCY RESPONSE.**

A. Assessment (Staff evaluates):

- Uncharacteristic behavior?
- Slurred speech/unsteady gait?
- Odor of alcohol/substance?

B. If Use Admitted:

- Staff decides: Detox **or** hospital. **Must** return with discharge paperwork.
- **Refuse detox? IMMEDIATE DISCHARGE.**
- **Agree?** Staff helps find bed. No bed = hospital clearance.
- Depending on factors/ history of relapse etc. Staff will discuss with upper management whether or not you can stay in facility, transfer to another All In Recovery facility, or if it's best for you to find other accommodations outside of All In Recovery.
- **YOU arrange transport** (Uber, bus, etc.). Staff is **NOT responsible for transport.**

C. If Use Denied: Drug screen + room search. **Positive/search finds substances? Immediate discharge.**

6. DISCIPLINARY ACTION

Progressive model for minor infractions. **IMMEDIATE DISCHARGE** for major violations.

IMMEDIATE DISCHARGE OFFENSES:

1. Using mood-altering chemicals/alcohol (with All In Recovery Peers or inside the facility).
2. Possession of drugs, alcohol, or paraphernalia.
3. Lying/dishonesty (honesty required).
4. Threats of violence/physical assault (self/others).
5. Suicide attempt/threat (mobile crisis called, professional recommendations followed).
6. Smoking of **ANYTHING** inside All In Recovery facilities.
7. **Theft of** any kind (In or Outside of the facility).

Minor Infractions (e.g., curfew, chores):

1. Restriction/loss of privileges.
2. Behavioral contract.
3. Discharge.

Discharge Details:

- **Immediate:** Arrange your own alternative housing accommodations /transportation.
- **Belongings:** 30 days to retrieve belongings left behind (arrangements for pick up must be made with a staff member prior to retrieval).
- Failure to make prior arrangements with a Staff before coming to the facility = police contact.

7. SMOKING POLICY

SMOKING of ANY-KIND IS STRICTLY PROHIBITED INSIDE ALL OF THE ALL IN RECOVERY FACILITIES!

- Smoke **ONLY outside** in designated areas.
- Dispose butts in **butt cans**.
- **No e-cigs/vaping inside facility.**
- **Doctor Authorized Medical cannabis:** MUST be Used **OFF PROPERTY** (odor triggers others).
1 WARNING MAX.
Violation = IMMEDIATE DISCHARGE.
- **Smoking Inside Facility violation = IMMEDIATE DISCHARGE FROM ALL the All In Recovery facilities. ABSOLUTELY NO RETURN / NO future READMITTANCE.**

Client Initial: _____ *I understand there is absolutely NO smoking of ANY kind inside All In Recovery facilities.*

8. EMERGENCIES

CALL 911 IMMEDIATELY for:

- a. Fire
- b. Violence/threat of violence
- c. Suspicious persons
- d. Burglary
- e. Life-threatening medical
- f. Chest pain/shortness of breath
- g. Overdose (after Narcan has been administered)
- h. Suicide attempt
- i. Unconscious person
- j. Unstoppable bleeding/broken bone
- k. Serious fall
- l. Can't wake someone
- m. Toxic ingestion

- n. Out-of-control person
- o. Hallucinations
- p. Extreme allergic reactions
- q. Extreme paranoia

AFTER 911: Inform staff → Move to safe area → **DO NOT move injured person** (unless your a qualified medical personnel).

ALWAYS Inform Staff IMMEDIATELY of:

- A. Drugs/alcohol/weapons found inside facility
- B. Suspected drug/alcohol use
- C. Plumbing/maintenance issues
- D. Power outage >60 min
- E. Withdrawal difficulties / extreme withdrawal
- F. Curfew violations
- G. Theft/suspected theft

CLIENT ACKNOWLEDGMENT & SIGNATURE

I have received, read, and agree to follow ALL IN RECOVERY'S Client Policy & Procedures.

I understand violations may result in restriction, discharge, or legal action. I understand these rules support my recovery.

Printed Name: _____ **Date:** _____

Signature: _____

Witness/Staff: _____ **Date:** _____