

# SAMARITAN HOUSE GUIDELINES

Revised 8/2018

These are just a few examples of Samaritan House guidelines at Samaritan House. A more detailed list is available in each room.

- **VISITORS:** We ask that guests schedule visitors with approval from staff or the Executive Director at least one day before their arrival. Normal visiting hours are Monday thru Friday 9:30am until 12:00pm or 2:00pm until 5:00pm.
- **LEAVING THE PROPERTY:** For your safety and the safety of our other guests, all guests must remain on-site unless accompanied by a staff member and/or authorized volunteer.
- **KITCHEN USE:** Guests may not enter the kitchen area other than to rinse cups and/or dishes unless authorized by a staff member. Guests may not cook personal meals or explore the cabinets and refrigerator. This prevents possible spread of disease and germs and helps us keep the kitchen clean.
- **MEDICATION:** All prescribed medications will be locked inside a medication closet at all times and will not be removed by any person other than a staff member. Each guest will be given a weekly pill box to fill and keep with them and the remainder of their meds will be locked in the med closet. Narcotic medications will be secured and locked in a safe at all times and only accessed when needed by guest as prescribed.
- **BEDTIME:** Bedtime daily is at 10:00pm for each guest and it becomes "quiet time". This means that once a guest enters their room after 10:00pm, it is complete quiet. You are requested not to disturb your roommates for any reason. To allow staff to prepare for the day without interruption, the hallway security door will be open at approximately 8:30am.
- **SMOKING:** To prevent fire and damage smoking and/or use of smokeless tobacco (including vape machines and smokeless/chewing tobacco) is absolutely not allowed inside the house. Smoking and/or use of smokeless tobacco and vape products is allowed in designated areas only.
- **MEALS:** Meals are served (approximately) as followed: Breakfast 8:30am-9:30am, Lunch 12:30pm-1:30pm, Dinner 5:45pm-7:30pm. It is requested that each guest be present at the dining table to say a blessing.
- **TELEVISION:** There are (2) two televisions provided for guest use. Television hours are daily 9:00am until 10:00pm.
- **CELL PHONES:** Cell phones are allowed at Samaritan House. Cell phones are not allowed to be used during meal times and guest are asked to follow all rules for cell phones.
- **COMPUTER ROOM:** Computer room hours are daily 9:00am until 9:00pm. When using the computers it is requested to not download any programs and/or information or change any settings.
- **GUEST BEDS:** Each guest will be assigned a bed. Guests may not switch beds or sleep in any other bed without prior approval from a staff member.
- **APPOINTMENTS:** Samaritan House will provide transportation to and from all scheduled appointments. Please schedule appointments for Monday thru Friday between 9:00am and 2:00pm.
- **PERSONAL HYGIENE:** ALL guests should shower at least once a day. If you cannot shower for medical reasons, a sponge bath should be taken.
- **SECURITY:** For your protection Samaritan House is monitored 24 hours a day by recorded security cameras located throughout the inside and outside of the house. These cameras and all movements are recorded.
- **GUEST BEHAVIOR:** Please work with us to make sure Samaritan House is a pleasant place for all our guests, staff and volunteers. Please remember that you are a guest. You weren't placed here, you were invited. We will try to help as much as we can, but we cannot do everything. Please remember your manners.

**I UNDERSTAND THESE BASIC GUIDELINES AND AGREE TO FOLLOW ALL SAMARITAN HOUSE GUIDELINES WHILE AT SAMARITAN HOUSE.**

**GUEST:** \_\_\_\_\_

**DATE:** \_\_\_\_\_