

## PHASED PROGRAM of STRUCTURE & ACCOUNTABILITY

### PHASE GUIDELINES & POLICY

Harmony Haus developed a phased program designed to create a well-balanced sober living recovery community and provides incentives + disincentives for members, which include:

- Upon initial review of a member's Sober Living Program Application, Background, Sobriety Review and Interview; member may enter in the sober living program at phase I, II, or III.
- Due to variations in employment, recovery program status and professional endeavors, phasing criteria may be negotiated to accommodate member's desired lifestyle and recovery program.
- Disincentives include loss of phase privileges, which are a direct result of members not adhering to written or verbal warnings and corrective measures.
- Members not working a solid program of recovery will be declined to a lesser phase than currently on. If no improvement or program growth is displayed through member's actions working a recovery program, the member will be discharged from Harmony Haus Sober Living and recommended a higher level of care.

NOTE: THERE IS A ZERO TOLERANCE POLICY FOR NOT ADHERING TO PHASING GUIDELINES

### PHASE I

INITIAL	PROGRAM REQUIREMENTS
	<p>A. WEEK 1   BUILD RECOVERY FOUNDATION Obtain Recovery Program Sponsor/Mentor/Advisor – Define Home Group &amp; Service Commitment, Attend Recovery Meetings, Set-Up Therapist/Counselor Appointment, Develop Routine, Settle in Haus, Acclimate to Sober Living Environment, Utilize Gym Membership, Engage in Establishing Personal Recovery Management Program</p> <p>B. WEEK 2   9:00AM - 3:00PM   Out of Haus Until Gainfully Employed Rule Mandatory OUT OF HAUS Employment &amp; Service Opportunity Seeking – Engaged if Member Does Not Comply w/Seeking Work</p>
	C. 10:00PM - Mandatory Curfew   No Mandatory Wake-Up Time on Weekends
	D. Must Obtain Employment   Education & Volunteer or Service Commitment Within 1 <sup>st</sup> 2 Weeks 25 Hours Per-Week Minimum
	<p>E. Attend 4 Additional Program Related Meetings Includes: 3 to 4   AA   NA   CA   SA etc.... 12-STEP MEETING, REFUGE RECOVERY, S.M.A.R.T, CELEBRATE RECOVERY Substitute: 1 Appointments - Sponsor Meeting, or Therapist/Counselor Appointment, Self-Care, Acupuncture, Float-Spa, Massage, Résumé Building, Job Fair, Dietitian Consult - If Not Sure - Ask Haus Manager</p>
	<p>F. Attend 1 Event w/Community Members AA   NA   CA   Speaker Meeting   Hiking   Intramural Sports League Event   Community Outing</p>
	G. Monday Night Haus Meeting - Attendance & Participation Required
	<p>H. Meeting Sign-In-Sheet To be filled out during the course of phase 1 by submitting to the administrator of meeting attended for a signature.</p>
	<p>I. Mandatory Recovery Program Sponsor: Counseling &amp; Coaching - Must Meet 1X Per Week AA Sponsorship, Accountability Partner, Therapist, Recovery Coach, Spiritual Advisor</p>
	J. Drug Screening - Pass All UA & BAC Testing
	K. Make Bed Daily Upon Awakening
	<p>L. Visitors are allowed at Haus with approval from the Haus Manager Sponsors DO NOT NEED Haus Manager Approval</p>

	M. No Overnight Requests - Phase 3 Only
	N. Perform Assigned Haus Chore
INITIAL	
	PROGRAM PHASE-UP REQUIREMENTS TO PHASE II
	A. Recovery Program Review - Goals & Achievements Evaluation
	B. Complete ALL Sober Living Phase 1 Line Items
	C. Submit Completed Meeting Attendance Sign-In-Sheet
	D. Comply with Member Policy & Agreement
	E. No Active Warnings or Corrective Measures
	F. Schedule Phase-Up Meeting with Haus Manager

#### PHASE UP APPROVAL SIGNATURES

MEMBER SIGNATURE	PRINT MEMBER NAME	DATE
HARMONY HAUS OFFICER APPROVAL SIGNATURE	PRINT OFFICER NAME	DATE

#### PHASE II

INITIAL	PROGRAM REQUIREMENTS
	A. 9:30 AM - Haus Chore Completed
	B. 12:00AM - Mandatory Curfew & 1:00AM Friday + Saturday Nights
	C. Maintain Employment   Education & Volunteer or Service Commitment 25 Hours Per-Week Minimum
	D. Attend 4 Additional Program Related Meetings Includes: 3 to 4   AA   NA   CA   SA etc.... 12-STEP MEETING, REFUGE RECOVERY, S.M.A.R.T, CELEBRATE RECOVERY Substitute: 1 Appointments - Sponsor Meeting, or Therapist/Counselor Appointment, Self-Care, Acupuncture, Float-Spa, Massage, Résumé Building, Job Fair, Dietitian Consult - If Not Sure - Ask Haus Manager
	E. Attend 1 Event w/Community Members AA   NA   CA   Speaker Meeting   Hiking   Intramural Sports League Event   Community Outing
	F. Monday Night Haus Meeting - Attendance & Participation Required
	G. No Meeting Sign-In-Sheet
	H. Mandatory Recovery Program Sponsor: Counseling & Coaching - Must Meet 1X Per Week AA Sponsorship, Accountability Partner, Therapist, Recovery Coach, Spiritual Advisor
	I. Drug Screening - Pass All UA & BAC Testing
	J. Make Bed Daily Upon Awakening
	K. Visitors are allowed at Haus with approval from the Haus Manager Sponsors DO NOT NEED Haus Manager Approval

	L. No Overnight Requests - Phase 3 Only
	M. Perform Assigned Haus Chore

INITIAL	PROGRAM PHASE-UP REQUIREMENTS TO PHASE III
	A. Recovery Program Review - Goals & Achievements Evaluation
	B. Complete ALL Sober Living Phase 2 Line Items
	C. Comply with Member Policy & Agreement
	D. No Active Warnings or Corrective Measures
	E. Schedule Phase-Up Meeting with Haus Manager

### PHASE UP APPROVAL SIGNATURES

MEMBER SIGNATURE	PRINT MEMBER NAME	DATE
HARMONY HAUS OFFICER APPROVAL SIGNATURE	PRINT OFFICER NAME	DATE

### PHASE III

INITIAL	PROGRAM REQUIREMENTS
	A. 9:30 AM - Haus Chore Completed
	B. No Curfew
	C. Maintain Employment   Education & Volunteer or Service Commitment 25 Hours Per-Week Minimum
	N. Attend 3 Additional Program Related Meetings Includes: 2 to 3   AA   NA   CA   SA etc.... 12-STEP MEETING, REFUGE RECOVERY, S.M.A.R.T, CELEBRATE RECOVERY Substitute: 1 Appointments - Sponsor Meeting, or Therapist/Counselor Appointment, Self-Care, Acupuncture, Float-Spa, Massage, Résumé Building, Job Fair, Dietitian Consult - If Not Sure - Ask Haus Manager
	D. Attend 1 Event w/Community Members AA   NA   CA   Speaker Meeting   Hiking   Intramural Sports League Event   Community Outing
	E. Monday Night Haus Meeting - Attendance & Participation Required
	F. Mandatory Recovery Program Sponsor: Counseling & Coaching - Must Meet 1X Per Week AA Sponsorship, Accountability Partner, Therapist, Recovery Coach, Spiritual Advisor
	G. Drug Screening - Pass All UA & BAC Testing
	H. Make Bed Daily Upon Awakening
	I. Visitors are allowed at Haus with approval from the Haus Manager Sponsors DO NOT NEED Haus Manager Approval
	J. Overnight Requests Allowed - Haus Leadership determines allowance of nights available based on progress and performance of members participation in their recovery management. - Overnights can be revoked at any time and for any reason. - Text Approval form Haus Manager is Required 24 <sup>HRS</sup> In-Advance

	K. Perform Assigned Haus Chore
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