

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.

PHASE I

| INITIAL | PROGRAM REQUIREMENTS |
|---------|---|
| | A. WEEK 1 BUILD RECOVERY FOUNDATION Obtain Recovery Program Sponsor/Mentor/Advisor – Define Home Group & 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 |
| | B. WEEK 3-4 9:00AM - 3:00PM Out of Haus Until Gainfully Employed Working A Minimum of 20 Hours Per Week Rule NOTE: OUT OF HAUS employment & service opportunity seeking is <u>only engaged</u> if Member <u>DOES NOT</u> Comply w/seeking a volunteer or work commitment. This rule can be adjusted based off a members required participation in PHP/IOP & Recovery Support Services for the 1 st 2-3 Months. IS UP TO MANAGERS DISCRETION TO INITIATE THIS RULE |
| | C. 10:30PM – Mandatory Curfew |
| | D. Must Obtain Employment Education & Volunteer or Service Commitment Within 1st Month 20 Hours Per-Week Minimum |
| | 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 |
| | F. Attend 1 Event w/Community Members Recovery Meeting Local Recovery Campus Event Recovery Related Gathering Community Outing |
| | G. Haus Meeting – Day & Time Varies Per Recovery Residence, Attendance & Participation Required |
| | 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. |
| | I. Mandatory Recovery Program Sponsor: Counseling & Coaching - Must Meet 1X Per Week Recovery Program Sponsorship, Accountability Partner, Therapist, Recovery Coach, Spiritual Advisor... |
| | J. Drug Screening - Pass All UA & BAC Testing |
| | K. Make Bed Daily Upon Awakening |
| | L. Visitors are allowed at Haus with approval from the Haus Manager Sponsors DO NOT NEED Haus Manager Approval |
| | 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 20 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 |
|---|--------------------|------|
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PHASE III

| INITIAL | PROGRAM REQUIREMENTS |
|---------|--|
| _____ | A. 9:30 AM - Haus Chore Completed |
| _____ | B. No Curfew Overnights Must Be Requested Within 48hrs. in Advance & Approved by Manager NOTE: Must let manager know if you are going to be home later than phase 2 curfew. |
| _____ | C. Maintain Employment Education & Volunteer or Service Commitment 20 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 48 ^{HRS} In-Advance |
| _____ | K. Perform Assigned Haus Chore |