

Respite Community Guidelines

1. Please respect the privacy and wellbeing of other clients, their property, and their space.
2. Acts of physical violence, verbal threats, or property destruction may lead to staff response or ending your stay at the program.
3. Behaviors that hurt the dignity and wellbeing of others (including, derogatory speech, personal insults, or outbursts with content that disturbs the safety and recovery of others) can lead to ending your stay at Respite if staff recommendations are not followed.
4. Sharing or displaying pornographic materials in common areas, unwanted attention or touching, intentional nudity and other forms of non-consensual expression of sexuality are not acceptable at Respite.
5. Respite is a voluntary program; You may choose to leave before the end of your authorization. However, please be aware that if staff are concerned that you may be a danger to yourself or others at the time of discharge, we are mandated by law to report imminent risk to the appropriate authorities.
6. Medications are administered at scheduled times. All medication, including over the counter medications, must be stored in the medication cart and have a signed doctor's order to be dispensed. Staff can assist in getting those orders. Medications prescribed 'as needed' can be passed at any time allowed within the medication's indication.
7. For the safety of the building, yourself, and others, please only smoke in designated smoking areas, and dispose of all cigarette butts in the locked receptacle, located within the smoking area.
8. Recovery and sobriety from substance use is a goal of many people at Respite. To support the wellbeing and safety of you and others, Respite does not allow use or possession of alcohol, drugs, recreational or medical cannabis, and drug paraphernalia on site. If you are unable to meet this expectation, please talk with staff about your concerns.
9. Everyone is provided a key to their room for security purposes. You may request that staff store your valuables in a locked storage area. Respite is not responsible for lost or stolen items.
10. During your stay, we ask that you keep your room and yourself clean as you are able. For your safety, we ask that you do not walk around the facility on your bare feet. Staff are here to offer help with cleaning, and provide clothing items, toiletries, and hygiene supplies if needed.
11. Quiet hours are between 11 pm and 7 am, intended to maintain a calm and healing environment for everyone. The house may be locked between 11 pm and 7 am. You may still exit the building but please inform staff so you may be let back inside. During quiet hours, please keep music, TV, and other audio and video at a low volume, or use headphones.
12. Before leaving the facility, please inform staff and sign-out on the appropriate sheet, reflecting an estimated return time. You can also request a meal be saved if you will be offsite.
13. Any food or beverages in a resident's room should be stored/sealed when not in use to maintain room cleanliness and hygiene. Open containers frequently attract insects including flies and ants.
14. A telephone is available for incoming and outgoing local calls. Please respect each other's privacy by not giving out personal information. For client privacy, staff will not answer the client phone.

15. Meals are available three times a day; breakfast is 7:00 – 10:00 am, Lunch is 12 – 1pm, Dinner is 5pm – 6pm. Snacks, fresh fruit, and beverages (i.e., tea, cider, hot chocolate, juice, milk, and sugar-free options) are always available. If you are expecting to be out of the facility during mealtime, you may request that staff save a plate for you by noting your request on the sign out sheet. Please tell staff if you have any food allergies or dietary restrictions.
16. Residents may have guests at any time as long as they do not interfere with treatment goals and are willing to abide by the community guidelines. Overnight guests are limited to one consecutive night and may not use program resources, including food and shower.
17. Respite is an up to 30-day program. Progress toward individual goals will be discussed with clients on a weekly basis to determine if more time at Respite is appropriate.
18. By reviewing and signing these Community Guidelines, you are agreeing to follow these expectations while staying at Respite. Staff are here to help you remember and understand these expectations. If you are unable to follow these guidelines during your stay, you may be asked or required to leave.

Signature of Client or Representative

Printed Name

Date

Staff Signature

Printed Name

Date