

# Rules and Regulations

## **Intake Assessment**

In order to be accepted into The Damascus House Program, a person must meet two mandatory requirements. The first is a true desire to seek God and His kingdom. The second is a truly repentant heart. They must be in acknowledgement of their sinful lifestyle and have a true willingness to submit to the teachings of Scripture. They must not be under the influence of drugs/alcohol when they arrive and be willing to submit to a urine analysis test. They must be willing to read, sign and adhere to all rules and requirements of the program.

## **The cost of the program**

There is no monthly charge for The Damascus House program. We are a licensed, bonded, and insured general contractor and the men work thirty hours per week to pay their way through the program. We do however charge a one-time, non-refundable \$990.00 admittance fee that must be paid prior to entry into the program.

## **The first 31 days**

The Damascus House discipleship program requires a minimum 6-month commitment. Upon arrival, the resident will be on a 30-day black-out period. No phone calls, mail, or visits. The resident will attend mandatory bible studies and classes with others. This period is to aid them in the adjustment of the rules, and more importantly to aid in establishing healthy work, study, and prayer habits. They will not be allowed monies of any kind in the first 30 days.

## **31 to 120 days**

Once the resident graduates into level two, they are allowed to have visits (see visiting schedule). They can, however, leave for a set amount of time to shop, go to lunch, etc. As long as they stay in the local area and are with an approved visitor. They are also allowed to use the phone (see recreation and phone schedule). There are no overnight visits allowed for residents. Before transitioning to the next stage of the program, a forgiveness meeting will be held with the resident and his family or whoever the resident needs to seek forgiveness from in order to move forward in his walk with the Lord. In some cases, this may not be necessary.

## **120 to 180 days**

If you are married, you will be allowed to stay two weekends away with your family starting in the 5<sup>th</sup> and 6<sup>th</sup> month time period for transitional counseling purposes. Upon reaching the 6<sup>th</sup> month mark, a resident will graduate pending a final review from the Director. It is at the Director's discretion to delay a resident's graduation and extend his time if that resident needs it. It is in this phase that the resident will work out a transition and relapse prevention plan with the Director. We will work to build a team with the resident's family and their local church to ensure a solid plan for a successful transition from The Damascus House program.

### **Phase 3 Transitional Housing at The Graduate House**

Upon successfully completing the six-month discipleship program and approval from the Director, the resident may choose to stay at the Graduate House for up to four months. The resident will be allowed 30 days to live at the Graduate House as they look for employment. After the first month, the resident will be required to contribute \$500 per month towards their living expenses to The Damascus House ministry. Residents will be required to follow rules set forth for the 3<sup>rd</sup> phase of the program.

#### **Accountability Mentors**

When a resident reaches 90 days, he will be required to have an accountability partner that he meets with once a week. This may be in person or by phone.

#### **Disciplinary Procedures**

All disciplinary actions will be at the discretion of the Executive Director on a case-to-case basis depending on the severity of the issue.

#### **Dispute and Conflict Resolution Between Residents**

When a dispute arises between two residents, they will be required to resolve it amongst themselves, under the supervision of the House Manager, using proper biblical procedures. This will be done by using a conflict resolution form. If it continues to be a problem after that, the issue will be brought before the Director. The resident must comply with any sanctions handed down by the Director's decision.

#### **Removal from the program**

There are three reasons a resident may be asked to leave The Damascus House program immediately. The first is a drug or alcohol relapse of any kind or refusing a drug or alcohol test. The second is fighting or violence of any kind. The third is sexual misconduct. If any of these occur, the resident may be asked to remove himself from the premises immediately.

All rules and regulations will be enforced by the House Manager who has full authority under the Director's supervision. This includes restricting or extending privileges concerning whether the resident complies to the rules and regulations or not.

#### **Biblical Counseling:**

**The Director is an ACBC Certified Biblical Counselor (Association of Certified Biblical Counselors), IABC Certified Counselor (International Association of Biblical Counselors) and is a Commissioned Addictions Biblical Counselor with TAC (The Addiction Connection).**

All residents will be required to fill out and return a PDI (personal data inventory) form. They will have at least two counseling sessions per month. They will be required to participate and complete all assigned homework.

## **In House Recreation Times**

### **Phones**

Friday: After work to 12:00 a.m. Saturday: 1:00p.m. to 11:00 p.m. Sunday: 1:00 p.m. to 10:00 p.m.

### **Exercise**

Monday: 5:00 p.m., – 6:00 p.m., Wednesday: 5:00 p.m. – 6:00 p.m., Friday: 5:00 p.m. – 10:00 p.m., Saturday: 1:00 p.m. – 10:00 p.m.

### **Visitation**

Saturdays only: 1:00 p.m. to 9:00 p.m.

\*There will be exceptions made on holidays for visits. There will also be exceptions made for out of state or families traveling long distances. If you have a Sunday visit, you must still attend our church service, it is mandatory. A written visitation plan **MUST** be requested by Thursday morning. If you do not submit a visiting plan, you will not be allowed a visit that weekend.

### **Sobriety**

No drug or alcohol use will be tolerated. You must consent to a drug or alcohol test whenever requested. If you refuse one, you will be treated as if you tested positive. If you test positive for either drugs or alcohol you may be asked to leave the house immediately. If you are found in possession of either drugs or alcohol you may be asked to leave the house immediately.

### **Studies and Meetings**

Residents will be required to attend all studies, meetings, and classes both in house and at the church (see schedule and required programming). You will be required to participate in all studies, meetings, and classes. You will be required to have all homework done that is assigned from the studies, meetings, and classes. You will be required to attend church services at Canyon Hills Community Church.

### **Work Requirements**

Residents will be required to work with The Damascus House work crews. You will have daily chores to do each day in the house as well (see chore list). All chores must be finished before any recreational activities can begin.

## **Travel off premises**

The residents are not allowed to leave the premises without permission from the director or the house manager. Residents must notify staff upon departure and return. They must also make it clear where they are going, and why. Travel is necessary for the work ministry crews, so communication of all resident's whereabouts must be approved.

## **Monies**

Residents will be required to turn in all monies to the Director. They will be kept in The Damascus House safe. They may have money at any time, provided they have a need. They must also provide a receipt showing proof of it being used on the said item(s). They will be allowed to have money (no more than \$10.00 at a time) for miscellaneous need (drinks, snacks etc.). No monies are allowed if you are within the first 30 days. This includes debit or credit cards.

## **Shopping For Personal Items / Personal business**

Shopping for personal items will be done on Saturdays ONLY. Residents must have approval for what they want to purchase. And must also bring back all receipts and correct change, if they have a need (library, internet, appointment, or stores of any kind) this too must be done on Saturdays only. No special trips will be made from the house for any of this. Approval is needed from the Director or the House Manager for store trips.

## **Tobacco Products**

The use of any kind of tobacco products is strictly forbidden (chew, cigarettes, cigars etc.).

## **Foul language and horseplay**

There will be no foul language, no coarse joking, and no horseplay of any kind allowed in The Damascus House.

## **Females**

There will be no females allowed in The Damascus House unless the visit is pre- approved and in designated visiting areas. There is exception concerning pre-approved female volunteers when staff is present.

## **Pornography**

There will be no pornography of any kind (movies, magazines, phone calls etc.) allowed on the premises of The Damascus House.

## **Music**

There will be no abusive music (music that contains sexual innuendos, drug references, foul language etc.) allowed in The Damascus House. Only Christian cd's approved by the Director will be allowed. Radio stations allowed are: FM 88.1, 104.5, 105.3, and 106.5.

### **Forbidden Items**

-Cell phones (activated or not)- Must be turned in to the House Manager, he will keep them locked up.

-Any electronics with internet capability (i.e.-laptops, iPod touch, PSP, etc.)

-Video Games (handheld or console)

-Prescription Medications w/o prior approval

-Derogatory clothing – (that displays or encourages sex, drugs, violence etc.) Check Books & - Debit/Credit Cards & Gift Cards

-Supplements for work outs: (vitamins are okay if approved by staff)

Residents in The Damascus House program who choose to use any social media sources while in the program as they are allowed to use devices, must communicate that to staff so that the use can be monitored. This is to protect the residents from potential unnecessary and unhealthy use.

**The Executive Director reserves the right to make changes to the Rules and Regulations at any time to preserve the best interest of the operation of the program and safety of the residents.**