So Many Blessings
Recovery House
401-553-4886

Resident’s Handbook

*Please note that So Many Blessings works closely with The Blessing Way and shares staff members, but So Many Blessings is a separate agency solely owned by Rev. Joyce Penfield

So Many Blessings Recovery House
**Vision Statement**

The road to long-term recovery is paved with many struggles. A safe, nonjudgmental, spiritually-oriented place to live among peers sharing this road can support this journey if it encourages personal growth, peer leadership, and social responsibility.

**Mission Statement**

*So Many Blessings* provides a safe, spiritually-based sober house setting for recovery for those committed to a drug-free, alcohol-free, crime-free, and socially responsible life style.

**Core Values**

We are committed to the pathway to recovery that includes a healthy lifestyle. We seek to encourage personal and spiritual growth, peer support, and socially responsible living in a safe, nonjudgmental, sober living environment. We are guided by the spiritual values of: gratitude, honesty, humility, self-care, respect for others, team work, boundary-keeping, giving back, seeking win-win solutions, and non-violence.

**Code of Ethics**

*So Many Blessings* staff will exhibit behavior with residents and among themselves that encourages the spiritual values of: gratitude, honesty, humility, self-care, respect for others, team work, giving back, boundary-keeping, seeking win-win solutions, and non-violence.

Under no circumstances will the House Coordinator or any employee of *So Many Blessings* engage in sexual activities or sexual contact with current residents.

The House Coordinator and other staff members will set clear and appropriate boundaries with residents, including physical contact.

The House Coordinator and staff members will treat all residents and prospective residents with respect and encourages team cooperation.

Under no circumstances will the House Coordinator and/or staff members engage in sexual, racial, or ethnic harassment, derogatory language, financial exploitation, or illegal activities with any resident.

**Admission Process**
1. Prospective candidates referred by self, friends, family, or drug treatment centers receive information about the program and fees as well as application form.

2. Applicant fills out our application form and returns it to us. Interview takes place with the Program Coordinator and a decision is made whether to accept.

3. If accepted, prospective resident is given possible move in date and arranges to pay entrance fee and first week of resident fees on a given date.

**Eligibility Requirements:**

1. Male and 18 years or older  [Note: We do not accept those on probation or parole for: arson, a sexual offense, or child abuse.]

2. A demonstrated commitment to a drug-free, alcohol-free, crime-free, nonviolent, and socially responsible lifestyle. [Note: We do not permit the use of prescribed Methadone, Suboxone, Klonopin, or narcotics.]

3. A demonstrated ability to pay resident fees through a job, a voucher, unemployment or other governmental benefits, or a benefactor.

4. A willingness to work on personal and spiritual growth as demonstrated through the interview and/or personal references.

5. A commitment to follow the house rules and requirements, respect the Program Coordinator, House Coordinator, and Senior Resident, and work as a team with them and other residents. [Applicants will be required to sign a statement to this effect as condition of acceptance.]

6. At least 30 days of sobriety/clean time OR the recent completion of a drug treatment program. [Note: All residents must pass a drug screen upon entrance.]

**Fees**

1. A one time non-refundable entrance fee of $110.00 is due in advance.

2. Weekly fee is $120.00 for a double. (We currently have no singles.) All weekly fees must be paid in advance.

3. Entrance fee and first week's residential fee are due one day in advance of residence. Only cash or money order accepted.

4. Weekly fees are turned in on Wednesdays. If a resident is dismissed, the fee for the week will not be refunded. (New residents who do not move in on Wednesday, pay $15 per day until they reach Wednesday.)
5. Residents may pay in advance for enough weeks to complete a month. The amount would be $120.00 x the number of weeks. (If resident leave, the amount for the weeks not completed can be refunded to the resident.)

6. Residents may put air conditioners in their room if both residents agree at the cost of $10 per week extra per room.

7. Failure to pay weekly fee on time and in full will result in immediate discharge from the house.

**House Coordinator & Program Coordinator:**

1. Drug and alcohol screens will be given by the House Coordinator or Program Director to all residents on a random basis weekly and otherwise as needed. The results will be recorded in a log book kept by *So Many Blessings* in a locked box.

2. The House Coordinator and Program Coordinator will make unannounced appearances at the recovery residence on a regular basis by first knocking and then entering. Residents should expect their arrival at any moment in the day or evening.

**Senior Resident:**

1. A resident who demonstrates solid recovery, leadership, and good peer rapport will be appointed Senior resident by the House Coordinator and Program Coordinator.

2. A Senior Resident will be given first option of the parking spot on the property and a reduction of $10 per week in residential fees.

**Resident Requirements:**

1. All residents must be actively engaged in their recovery by attending 4 twelve-step meetings per week. Bible study, prayer or meditation group may substitute for 1 meeting. (*Signed slips are required for proof of attendance.*)

2. Residents must follow their own personal plan for 6 months days which will account for their customized program to be followed 30+ hours per week Monday- Friday. Plans must be approved by the Program Coordinator. [*Note: Employment, Outpatient counseling, GED or advanced educational courses, and volunteering are appropriate uses of the 30+ hours.*]

3. Residents must attend the weekly house meeting and be on time.

4. In their first 3 months, residents must attend the weekly Life Skills program of *So Many Blessings*, or an equivalent approved by the Program Coordinator.

5. Residents must have a Sponsor or Recovery Coach upon entrance to our residence,
Resident Contact Information/Emergency

1. Resident cell phone numbers and contact phone numbers and addresses provided by residents for emergencies will be kept on file in the central file located at 25 Pomona Avenue where the Program Coordinator resides. In case of a medical or other emergency, the Program Coordinator will notify the emergency contact.

2. All overnight pass requests must include: the name, address, and phone numbers of where they will be staying for the recovery safety of the resident AND to be able to inform residents if an emergency occurs with the property of the recovery house.
6. All residents must work cooperatively with the Senior Resident, House Coordinator, and Program Coordinator.

7. Residents must complete assigned house chores on time and follow all house requirements.

**Curfew, Probation Period, Overnight Passes**

1. The first 30 days of residence will be a probationary period for all residents. Residents may be discharged during this period if there is a lack of cooperation or compliance with house rules, an inability to respect the Program Coordinator, House Coordinator and/or Senior Resident or if a majority of the members of the house recommend discharge.

2. Curfew is 11pm Sunday – Thursday and 12pm Friday – Saturday or a night before a holiday. Violation of curfew is grounds for discharge. *[Note: Curfew conditions may be extended briefly for employment reasons, if permitted by the Program Coordinator.]*

3. Overnights may be taken after the probationary period. Overnight passes may be granted for a maximum 2 non-consecutive nights per week. A request must be submitted at least one day in advance to the Housing Coordinator or Program Coordinator.

**House Chores**

1. Residents must complete their assigned house chores and in a timely manner.
2. Any dishes, pots, pans, utensils and surfaces used in meal preparation must be cleaned immediately and not left in the drain.
3. Personal items must not be kept in the bathroom.
4. Residents must leave the bathroom area clean after each use.

**Discharge/Leaving**

1. If a resident does not return to the residence and has no legitimate reason for absence The Senior Resident or the House Coordinator will pack up their possessions.

2. Residents who are discharged, leave, or fail to return will have 30 days to claim any of their possessions. After 30 days, all possessions will become the property of *So Many Blessings* and will be disposed of in an appropriate manner.

**Grounds for Immediate Discharge**

1. **Substance abuse** of illegal un-prescribed drugs or alcohol, including marijuana. *So Many Blessings* has a zero tolerance policy related to drugs and alcohol. Any resident found positive in a drug or alcohol will immediately be discharged. Refusal to comply with testing will be considered admission of substance abuse and grounds for immediate discharge. *[Referrals to detox units or rehabilitation programs may be offered by the House or Program Coordinator.]*
2. **Sharing of prescribed medications**
Sharing of medications with other residents is grounds for immediate dismissal.

3. **Violence, Intimidation, or Overly Disruptive Behavior**
Physical abuse, threats, intimidation, or overly disruptive behavior is not tolerated and is grounds for discharge.

4. **Illegal behavior or possession of illegal drugs**
Illegal behavior is not permitted, including working “under the table”. It is grounds for dismissal. If any drugs are brought on the property, this will be reported immediately to the police.

5. **Sexual, Racial, or Ethnic Harassment**
We have a zero tolerance policy for harassment whether on the basis of gender, sexual orientation, race or ethnicity. Any of these are grounds for immediate dismissal.

6. **Profanity or lewd language**
Profanity is not permitted because it disrespects self and others. Residents who continue using profanity after being warned can be dismissed.

7. **Pornography**
We have a zero tolerance policy for the possession of pornography or the use of the internet service for pornography.

8. **Sexual relations in the residence**
   1. Sexual relations with anyone on the property will result in immediate dismissal.
   2. Sexual or intimate relations with any fellow resident or staff member of *So Many Blessings* or *The Blessing Way*.

9. **Willful Destruction of Property**
Any intentional destruction of property belonging to *So Many Blessings*, residents, or neighbors is also grounds for dismissal.

10. **Theft**
Stealing of property belonging to any resident, staff, or neighbor of *So Many Blessings* is not tolerated and will result in immediate dismissal.

**Dress Code**
1. Residents must be dressed appropriately in common areas. Boxer shorts are not considered appropriate dress,

2. Residents must be fully clothed when on the porch or in any area seen by neighbors.

3. Residents are not permitted to be nude in their rooms or to expose themselves to any other resident or guest at any time.
Smoking
1. Smoking is not allowed inside the residence. It is allowed in designated areas outside of the residence.
2. Residents must dispose of cigarette butts in the container provided and keep the area clean of butts.

Candles
Candles are not permitted on the property because they are a safety hazard (see Fire Prevention policy below)

Transportation
1. The bus stop is nearby: #26 stops one block away on Academy but runs infrequently. Bus #56 stops at Chalkstone and Academy—5 blocks away.
2. Residents are allowed to have a vehicle but must find their own parking. Only one parking spot is available on the property and it will be reserved for the Senior Resident, or if he has no car, then the most senior resident in the house.
3. Vehicles must be inspected and the insurance, valid registration must be in the name of the resident. (Proof of all these must be shown to the Program Coordinator.)

Medication
1. Prescribed non-narcotic medications are permitted. (Residents are required to sign off on the names and dosage of any prescribed medications. This form will be kept in our central file.)
2. Each resident keeps their meds in a personal locked box which is loaned to each resident by So Many Blessings.
3. Sharing of medication of any kind is strictly prohibited.
4. Narcotics, Klonopin, and prescribed Methadone and Suboxone are not permitted by any resident, staff member, or guest in So Many Blessings.

Laundry
1. Washers and dryers are available for use. They can only be used by residents and for resident purposes. Guests and family members are not permitted to use the washers and dryers.

Sheets, Pillow Case, Face Cloths, Towels
1. Residents provide their own sheets, pillow cases, face cloths, and towels. Bedding will be provided.
2. *So Many Blessings* will provide 1 set of sheets, 1 pillow case, 1 face cloth, and 1 towel for a $25 deposit to be refunded with safe return of these items upon discharge.

**Internet/Telephone/Cable**

1. Fast-speed internet, computer, and printer as well as telephone (landline) and cable are provided for the use of residents. Guests are not permitted to use the internet.

2. Residents are not permitted to order paper view or any other services for a fee on television.

3. Internet must not be used for illegal or pornographic purposes.

4. Residents must share use of internet in a fair manner.

**No Pets**

1. No pets of any kind are permitted.

**Guests**

1. Guests are not allowed in any resident rooms when the door is shut,

2. Residents may not engage in romantic behavior with guests in the residence or on the porch (necking, kissing, etc.)

3. Children are only allowed as guests if their resident is present and they are well-supervised by him. At no time can a child under the age of 18 years be present if the resident is not present as well and supervising this child.

4. Guests must leave by 8 pm.

5. *No guest may shower, do laundry, use the internet, or sleep overnight in the house.*

6. No guest may be under the influence of drugs or alcohol. Allowing a guest in the residence under the influence can be grounds for discharge of the resident.

**Repair Needs of Apartment**

1. A notebook strictly devoted to repair needs will be kept in the *So Many Blessings* House. Residents can write down item needing repair, date, and explanation for our records. Senior Resident will alert Program Coordinator to notes and Program Coordinator will contact the landlord and monitor completion of repair.

2. All residents will be informed upon acceptance to the program that they can call the emergency number of the Program Coordinator – 553-4886 at any time there is an
emergency need in the house, i.e. something that would threaten safety or well being of any resident. Program Coordinator will come on site to coordinate repair with landlord.

**Fire Safety Regulations**

The Program Coordinator, House Coordinator, Senior Resident, or anyone acting in their behalf, are responsible for coordinating all in-house fire procedures and assisting in the enforcement of the fire regulations. A copy of this policy will be made available to every resident, staff member, or volunteer who will be participating in So Many Blessings Recovery House Reentry Housing program.

All new staff, volunteers, and residents participating in So Many Blessings Recovery House Reentry Housing program will be given a briefing on So Many Blessings Recovery House emergency evacuation procedures by the House Manger as part of orientation to the house. This briefing will be completed by the first day of any work or residence at So Many Blessings Recovery House.

There will be at least one fire drill conducted by So Many Blessings Recovery House per year in each house. Failure of individuals to evacuate a house may result in expulsion. Staff assigned to this job who do not fulfill their responsibility as required may be removed from employment. Written records of the date, time, and outcome of all drills are kept by the Program Coordinator and put on file at the central office of So Many Blessings.

Fires extinguishers (of the appropriate type) will be located in the So Many Blessings Recovery House.

Smoke detectors will be located in the kitchens and the boarding area. They are automatically activated when smoke/heat builds up. A carbon monoxide detector will be located in the appropriate place in the house.

The Program Coordinator is responsible for checking to make sure that fire routes and exits are kept clear at all times.

**Decorations:** Material used in the decoration of any So Many Blessings house or individual rooms must be either flame proofed or inherently nonflammable. Items that cannot be used for decorations include: branches, live or dry wreaths or any item made from highly combustible material.

**Flammable Materials:**
Candles, incense, scented lamps and open flames of any kind are strictly forbidden. Open-flame devices, such as candles, are forbidden except at supervised candlelit ceremonies, e.g. meditation circles.

So Many Blessings Recovery House reserves the right to remove items in resident rooms at any time that violate safety regulations.
**Appliance:**
Radios, clocks, stereos, television sets, lamps, hair dryers, computers, printers, VCRs, that have UL approval may be used in resident rooms as long as the circuitry of the house allows it.

**Smoking:**
Smoking is not allowed in any So Many Blessings house. Smoking is only allowed in designated areas away from the building and away from any nearby window of So Many Blessings Recovery House.

**IN CASE OF A FIRE:**

The following guidelines are issued to provide you with procedures that should be followed by everyone who either detects a fire or is responding to a fire in or nearby So Many Blessings building.

**Section A - Upon Discovering a Fire**

1. Evacuate the building by the most direct, clear path. (NOTE: Fire fighting is usually not recommended – evacuation is always the recommended course of action)
2. Take your cell phone with you, if at all possible.
3. As you evacuate the building, attempt to alert other occupants to the fire hazard. Yelling, banging on doors, etc.
4. If the season demands, and if feasible, take a warm coat and shoes.
5. If feasible, take a towel or cloth to cover mouth and nose in case of smoke.
6. If possible, close all windows and doors as you evacuate.
7. Before opening any door, feel the closed door for excessive heat, if door is warm, or passage is unsafe, use an alternative exit.
8. Do not attempt to pass through smoke. If you encounter smoke, retreat and seek an alternative exit.
9. If you are trapped in smoke, stay low and crawl toward exit. Breathable air should be near the floor.
10. Once outside, clear the building, by at least 100 feet.
11. Dial 911. Stay calm, give address of the house, location of the fire, type of problem, and your name and phone number.
12. Never attempt to reenter the building after evacuation.
Section B - Defense in Place

Should you be unable to evacuate the building or should your exit paths be blocked, remain calm and do the following:

1. Do not attempt to go through fire or smoke.
2. Go back to a safe environment with a window, and, if possible, a telephone.
3. Close the door and pack the frame with towels, clothes, etc. (preferably wet) to retard smoke travel. Your major safety concern will probably be preventing smoke infiltration.
4. If you have a phone, call the Fire department and give them your name and location. If a phone is unavailable, open the window and yell. If you have a brightly colored cloth, wave it.
5. Do not hide in the closet or under the bed.
6. If the room gets smoky, stay close to the floor; fresh air should be there. Keep window open to allow fresh air in. If necessary, hang your head out of the window to get fresh air.
7. Above all, stay calm and rational; panic will only increase your danger.

Section C - In Case You Catch Fire

*Should you catch fire, stop, drop to the floor and roll. Rolling smothers the flames.

*Never run if you are on fire. Running fans the flames to a greater intensity.

*If you see someone on fire, help them to stop, drop and roll. Wrap them in a blanket to smother the flames.

Grievance

1. If any resident has a dispute with the House Coordinator and the matter can not be resolved between them, then the resident should bring the matter to the Program Director. The decision of the Program Director is final.

2. If the matter cannot be resolved by the Program Director, the resident may contact the Ombudsperson for the RI Coalition of Recovery Houses.

Ian Knowles, 401-521-5759, ext. 14 – RICARES, 102 Dupont Drive, Prov, RI 02907
EMERGENCY SITUATIONS:

1. If a resident appears to be under the influence of drugs or alcohol, the residents or the Senior Resident should call the Program Coordinator or House Coordinator immediately.

2. In case of fire, residents should leave the house immediately and seek safety. They should call 911 and contact the Program Coordinator in person or by phone immediately.

3. In case of medical emergency, residents should first contact the Program Coordinator by phone or in person. If she does not respond immediately, they should call the House Manager or 911.

EMERGENCY CONTACT INFORMATION:
Hours available: 24/7

PROGRAM COORDINATOR:
Rev. Dr. Joyce Penfield , 25 Pomona Ave. (around the corner)
401- 553-4886
or
401-369-1514 (cell & text)

HOUSE COORDINATOR
Julie Kelly
401- 585-9784 (cell & text)