



RESIDENT HANDBOOK

Mission Statement

Second Chance Homes uses a community living model in its approach to help women, men, and children stay healthy, find resources in the community, and develop positive relationships with others. The goals are that clients will have more success in parenting, children's stay in foster care will decrease, clients will increase their life skills and duration of sobriety, and decrease and reduce the number and duration of relapses.

Second Chance Homes uses a team approach. The Team works cooperatively to provide a comprehensive and structured environment for the client and children. The Second Chance Homes Team can include any of the following team members: Second Chance Homes Staff, DPHHS-CFSD Child Protection Specialist, Yellowstone County Family Drug Treatment Court Team members, Defense Attorney, Guardian *ad litem*, Arrowhead Psychological, Mental Health treatment provider, Chemical Dependency treatment provider, CASA volunteer, Family Support Network, Family Tree Center, MCDC (in event of inpatient treatment), and DOC-Probation & Parole.

Second Chance Homes is a voluntary program and is a unique opportunity for you to live with your children while you participate in treatment. It is expected that you will follow directives and requests, and if you have difficulty with this, that you will discuss it with your case manager in a respectful manner. It is expected that you will be honest above all else. It is expected that you will serve as a positive role model to every other person living in the home.

Second Chance Homes is a sober house. Residents may not use or possess mood-altering chemicals on or off the premises. Violation of this rule may be grounds for termination from the program.

In an effort to make the community living aspect of the program run as smoothly as possible, we have developed this Resident Handbook for your information and use. Please read it carefully, make yourself familiar with the contents, and ask any questions you may have.

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INTRODUCTION

Welcome to Second Chance Homes! We hope you will feel at home here. May this be a growing and nurturing time for you and your family. We hope this handbook answers your questions about Second Chance Homes, provides you with information about the program, and explains what we expect of you. We encourage you to take control of your own life by entering recovery, quitting using drugs and/or alcohol use, and welcoming the opportunity to parent your children in this environment.

Second Chance Homes provides you with the unique opportunity to live with and parent your children while you are participating in treatment and making important lifestyle changes. Research has shown that women and children improve at a faster rate when they are able to live together rather than being separated with children in foster care while mothers participate in a recovery program. Depending on which level of housing you live in, Second Chance Homes will provide either 24 hour supervision or supportive living oversight which allows your children to live with you. Decisions are made with the children's needs as the first priority. Rules have been made and will be enforced with the children's safety as the first priority.

People being considered for Second Chance Homes are referred by any number of community providers including, but not limited to, DPHHS-Child and Family Services (CFS), Family Tree Center, Family Support Network, or other providers, depending on which house you are referred to. A screening committee reviews the applicants. The screening committee includes the Family Program Manager, The Family Liaison and Aftercare Specialist, the Shared Care/Sober and Supportive Living Manager, a Child Protection Specialist (social worker) if applicable, an attorney, Drug Court Coordinator (if applicable), and the Project Director.

The order of priority of placement is as follows: 1) Yellowstone County Family Drug Treatment Court clients have preference in all the homes; 2) Yellowstone County DPHHS/CFS clients; 3) Region 3 DPHHS/CFS clients; and 4) state-wide DPHHS/CFS clients.

Participation in Second chance Homes is voluntary. The length of time will depend on which house you live in and your compliance with your individual treatment plan and at the Team's discretion. When you agree to reside at Second Chance Homes, you sign a contract agreeing to follow the program requirements. You will be responsible for a program fee during your stay at the home based on your ability to pay. You will be expected to participate in some form of chemical dependency treatment, comply with your treatment plan (if you have one), follow the house rules, submit to random drug testing, parent your children (if they reside with you), attend self-help meetings, attend any meetings and

groups in the home to meet your needs, and show respect to all members of the Team and other residents who may reside with you. While you live at the Second Chance Homes, the Team will help you learn life skills and parenting, and will help you with training, education and/or job placement services, mental health assessments, independent living arrangements, and other basic needs.

You will complete a number of evaluations and assessments at no cost to you. These will help the Team learn how best to work with you by identifying areas of strength and needs as well as identifying your personal learning style. Your children will also complete evaluations which will be explained to you, that will help you and any professional, such as teachers or counselors, better communicate with your children.

Your privacy is respected at Second Chance Homes. However, when you enter the Home, you will sign releases which give the Second Chance Homes Team permission to get treatment information from your providers and allow us to talk with your providers about your progress in the program without you being present. We also expect you to allow us access to medical and other records of services (as necessary and with your full knowledge). You will likely hear information about other residents in your home. You are expected to keep this information to yourself and not disclose it to anyone outside the Team.

Your children are either in the legal custody of DPHHS/CFS or at risk of being in legal custody of CFS. If you have a CFS treatment plan, you must adhere to the plan while you are a resident at Second Chance Homes and you must follow the house rules. If you are terminated from Second Chance Homes, your children may be at risk of removal by CFS.

We sincerely believe that through this process you will become a clean, sober, healthy parent who has improved his or her lifestyle and improved his or her parenting skills. Your children will be with you during most (or all) of your stay at the Home, and this will benefit them as well!

FREQUENTLY ASKED QUESTIONS

1. Can I work while I live at Second Chance Homes?

Yes, you are encouraged to work as long as it does not get interfere with your ability to parent your child or your treatment needs. You will be responsible for a program fee based on your ability to pay.

2. Will I have to break up with my boy/girlfriend or spouse while I reside at Second Chance Homes?

You are discouraged from having or pursuing any intimate and/or romantic relationships during your residency at Second Chance Homes. Any relationship affects your children and as such will come under the scrutiny of DPHHS/CFS and the Team. Any partner you have will be required to sign releases, submit to drug testing, and/or follow a treatment plan as deemed appropriate by the Team. You need to focus on your recovery and sobriety, and on your children. The Team won't insist you end a current relationship, but the hope is that you won't begin a new one and that you will look at how any current relationships affect your children.

3. What happens if I have a criminal history or currently have an open criminal case?

Many new residents have some kind of past or present criminal cases. If you have been convicted of felony assault or any other violent felony crime, you will not be accepted into Second Chance Homes. All other cases have to be looked at individually to see if the criminal case will get in the way of receiving treatment.

4. Am I on lock-down in the home?

Various privileges are rewarded on an individual basis, such as use of a personal vehicle and leaving the residence with your children. Second Chance Homes is not a daycare facility. You are expected to be the primary caregiver for your children.

5. How fast will my children be placed with me if I live in the Main House?

The transition of your children will be determined on an individual basis. Transition will be based on both your needs and the needs of your children. This transition will take no longer than 90 days.

PROGRAM REQUIREMENTS

Babysitting/Childcare

You are not allowed to baby-sit other resident's children or children who reside outside of Second Chance Homes.

Childcare **arrangements** will be needed when you are in treatment or working. The staff will assist you in obtaining **appropriate** daycare. After daycare is arranged, it is your responsibility to ensure that the daycare has adequate supplies for your children and to keep the daycare informed of any specific needs your children may have.

Child Expectations

You are responsible for the conduct of your children. Children are expected to abide by the following rules and when not followed, you must intervene:

- No violence (physical, sexual, verbal or emotional) will be permitted or tolerated among children.
- Hitting, fighting, biting, or swearing will not be tolerated.
- Children may not be in other residents' rooms without permission from both mothers.
- Toys must be put away after each use.
- Children must have an adult present when in the playroom or in the play yard. Children are not allowed to throw, jump on or mistreat toys.
- The gates to the play yard must be kept closed at all times to keep children from wandering out. Toys such as bikes and riding toys should be **placed in the designated storage areas** when you are done playing with them, and any clothing articles must be brought in when you return to the house.
- Children may not carry or watch babies/toddlers. Children may not hold babies/toddlers without hands on supervision/support from the parent.

Conduct

Vulgar language and gestures are not acceptable. Common courtesy and respect for the rights of others is expected at all times. Residents must conduct themselves in a manner that is not harmful or offensive to residents or staff.

Conflict Management

You are expected to act respectfully towards each other and staff at all times. When a conflict arises with another resident or a staff member, we expect you to resolve it in a direct, assertive, yet respectful manner. If you are unable to resolve a conflict with another resident by yourself, you should talk with staff to discuss options for resolving the conflict.

Confidentiality

As a resident you will often hear confidential information. Disclosing confidential treatment information is subject to civil and criminal penalties, and is grounds for termination from the Second Chance Home's program.

Conservation

At Second Chance Homes, we do our part to take care of the earth by conserving energy and recycling reusable goods. In order to help with this, please turn off lights, TVs, and radios when not in use. Be aware of your water use by not letting the water run while you are washing your face or brushing your teeth. Long showers are discouraged as they needlessly use water and are inconsiderate to the other residents needing to shower.

Curfew

Residents at the Main House and at sober/supportive houses are required to **sign in and out of the house each time they arrive/leave in order to be accountable for their whereabouts.** If you are going to be late, you must contact **the appropriate** staff.

Curfew at the Main House is as follows:

Monday through Thursday	9:00 p.m.
Friday and Saturday	10:00 p.m.
Sunday	7:30 p.m.

In the Main House, you will be required to provide your keys and cell phones to staff **at curfew.** Staff will lock away those personal items and will return them the next morning.

Curfew at sober/supportive housing is as follows:

Sunday through Thursday	10:00 p.m.
Friday and Saturday	10:00 p.m.

Residents in sober/supportive housing are subject to random room/house checks in order to assure adherence to curfew. Any late night and overnight passes are to be requested from the Supportive Living Manager at least one week in advance. If a resident does not arrive for curfew, or does not sleep at the house without an overnight pass, the resident will be subject to immediate disciplinary action up to and including termination from the program.

Staff may conduct random room checks and random searches of rooms in the home and of resident's personal property.

Diaper Changing

An infant or child's diaper can only be changed on a diaper-changing pad. Diapers are to be disposed of in designated containers only. During the day, soiled diapers must be taken to the

trash cans outside. At night, diapers must be disposed of in designated containers in the bathrooms and taken to the outside trash in the morning. Diaper changing pads are to be washed after each use. Anyone changing a diaper must wash his or her hands after each diaper change. Changing diapers in a sanitary manner is an important way to prevent the spread of germs.

Discipline of Children

You may not use any physical discipline while staying at Second Chance Homes. This includes spanking, slapping, kicking, biting or anything that would cause a mark on a child. We suggest using “time-outs”, taking away privileges, and talking to the children about their behavior. Remember, you should always talk and model the behavior you want your children to possess. If you are not sure how to handle a certain situation with your children, staff is available to help you. Verbal abuse is not allowed as it can leave life-long emotional scars on children.

Dress

Second Chance Homes is your home and we want you to be comfortable in your home. However, it is a home you share with other people and there are dress requirements. For health and safety reasons, bare feet are not allowed. You and your children must wear socks or slippers at all times. Shoes will not be worn in the home. On the carpet, hard soled slippers are encouraged. Pajamas/nightshirts are not to be worn outside an individual bedroom unless covered by a robe. This includes going from the bedroom to the bathroom, and includes children over age four. You will not leave the house for any reason dressed in nightclothes, even if covered by a robe. Personal hygiene is very important to self-image and all residents will be required to bathe or shower daily. Everyone must be bathed and dressed appropriately for the day before leaving the home. Residents may not wear revealing clothing, clothing containing sexually explicit pictures/words or other inappropriate language or alcohol and/or drug references. Inappropriate clothing also includes cleavage-baring, midriff-baring, see-through shirts, shorts that do not fully cover the buttocks, and clothing that exposes undergarments.

Drug Testing

You will be frequently drug tested throughout the entire time you reside at Second Chance Homes. Testing may be any day of the week, including weekends and holidays. When you come to live at Second Chance Homes, you will be assigned a “letter”. If you are involved with Yellowstone County Family Drug Treatment Court, your letter will remain the same. You must call the U/A phone number every day during specific hours. You will hear a recording which will provide you with the letters for the day. Listen to the complete recorded message. If your letter is called, you will be expected to provide. There are no excused U/A’s and missed U/A’s may be considered positive. Additional testing, if deemed appropriate by staff, may be done on-site.

Employment/Education/Vocational Program

Residents are expected to obtain gainful day employment, or start an educational or vocational program within two (2) weeks of entering Second Chance Homes. If a resident is unable to work due to a disability, he/she is expected to obtain volunteer work or suitable activity in the same time frame.

Food

All food should be served and eaten in the dining room ONLY. During nice weather, meals may be eaten in the back yard. **No food is to be stored or eaten in the living areas or bedrooms. Water ONLY is allowed in the bedrooms and the living room. In the Main House, the evening meal is planned, prepared and served by the residents. Household food is for ALL residents unless individually purchased and labeled. In sober and supportive living, residents are encouraged to prepare meals in a congregate fashion. Residents will label all individually purchased items that they do not wish to share with the community.**

You are responsible for preparing snacks and cleaning up after your children. This includes wiping down high chairs and the surrounding area. Children should be strapped into high chairs. Children should not be allowed in the kitchen without appropriate adult supervision.

House Meetings

Attend weekly house meetings. House meetings are an opportunity to discuss facility rules, group living concerns, and to seek resident input regarding a variety of issues. House meetings are also an opportunity to practice good communication skills and prevent any problems from festering.

Infant Care

Infants should always be put to sleep in their cribs and laid on their backs. Infants should never be placed on your bed or with you during the time they sleep. Infants should never sleep on, or with toys/pillows. For ultimate infant protection, cribs must not have bunting, pads or other pillow type ornaments, which could cause suffocation. Do not prop bottles. Babies can choke and it takes away from bonding and nurturing.

Laundry

Laundry facilities are provided. Towels are provided for each room, and are color coordinated for each individual room. Bedding is provided for each room. Each resident is responsible for their family's own laundry, including bedding and towels. Please keep the original bedding in the appropriate designated room.

Living Quarters

Keep living quarters clean at all times. Chores will be assigned on a weekly rotation basis. Your chores must be done daily. Every effort must be made to complete your chores as early as possible in the day. Additionally, clean up after yourself in the bathroom, kitchen, living room and outside. Beds must be made daily, dishes washed and put away after each use, and stove and counters wiped after using them. Staff will be making random house checks to assure cleanliness standards are being maintained.

Please be conservative with heat and electricity (turning off lights, heat not above 75 degrees).

No resident will be allowed in anyone else's assigned room.

Residents are not to borrow or use any items that do not belong to them.

Good relations are to be maintained with our neighbors. Please conduct yourself accordingly.

Medications

In the Main House, any medications, prescribed, over the counter and/or otherwise, will be given to staff and kept in a locked cabinet at the home. You must take all prescribed medications as prescribed by the physician. A medication log will be kept as to when you take your medication. If you need to take over the counter medications, such as a pain reliever, for example, you must ask staff for those items. Avoid herbal supplements, caffeine, and nicotine as they impact the ability of prescribed medications to work.

In all Second Chance Homes prescription medications are to be registered with the Program Manager and documentation from the provider prescribing the medication must be on file. Documentation will include a copy of the script, name, date of prescription, name of medication, dose, frequency, duration, number dispensed, refills, indication, warning signs and symptoms, and who to call if there are concerns. You must take full responsibility for administering and managing the medications independently. Medications must be taken as prescribed and be kept out of the reach of children in locked boxes. Benzodiazepines and Opiates are not permitted. Staff must be notified of any medication change. For convenience and billing purposes, all medications must be consolidated at Riverstone Health pharmacy. The Program Manager can assist in this when needed.

Parenting Expectations

Residents at Second Chance Homes are responsible for taking care of their children while living at a Second Chance Home. It is important to remember that parenting is a process and there will always be areas that can be developed. Staff will give suggestions and support on parenting issues, and residents are encouraged to ask for help. Occasionally, staff may step in and handle a situation with your children. This is not a judgment on your parenting; it is called

“modeling” and sometimes it can be more helpful to have something demonstrated rather than having it explained.

You must supervise your children at all times in and outside the home. The only reason a child may be in a room alone is if he/she is sleeping, and then should be checked on every 15 minutes. Bedroom doors must be closed when a child is sleeping without you, the parent, in the room. You must use a baby monitor for infants. Children should not be put on tables or desks while in a car seat or carrier. Children must be appropriately fastened in car seats or booster seats while in a car. Toddlers must be watched at all times and should not be set on tables or desks. Constant supervision prevents serious accidents, injuries, and misunderstandings.

Passes

Late night and overnight passes are to be requested from the Program Manager at least one week in advance. Failure to schedule at least one week in advance will result in a denial of the request. You are eligible for passes only if you have been a resident for at least 30 days and have met all the requirements of your roadmap and/or case plan.

Personal Items

An “Approved Items” list is published for reference upon move-in to the home. Clients may retain control of all approved items that do not present a danger to self or others or are not medical in nature. Storage space is limited therefore excess belongings are not permitted. We encourage you to use storage units for your household items. **If you have anything that you consider of value (radios, jewelry, etc)...do NOT keep them here.** Second Chance Homes is not responsible for personal belongings and cannot be held liable to replace lost or stolen items. **Second Chance Homes reserves the right to conduct room searches without prior notice.**

Personal Vehicles

You will be required by Second Chance Homes and the law to have your personal vehicle properly registered and insured while using the vehicle during your stay at a Second Chance Home. **Copies of your vehicle registration, insurance and drivers license must be on file with Second Chance Homes.** No improperly registered or uninsured vehicle may be parked near the home.

Personal vehicles brought to Second Chance Homes will be parked in designated parking areas. We are not liable for any damage, theft, or any other occurrence to a personal vehicle. Keep your vehicle locked at all times.

You are not allowed to transport other people’s children or other people in your vehicle without prior approval of the Team.

Pets

Pets of any kind are not allowed.

Program Fee

The Program fee must be paid on time. The monthly program fee is due on the 1st of the month and is considered late by 5:00 p.m. on the 5th. A late notice will be issued to any resident whose program fee is late and the resident will be required to meet with the Program Manager to determine a plan of action.

You will be responsible to contribute a program fee based on your ability to pay as determined by a budget review process. This review process will change as your employment and income changes.

Resident Grievances

Residents should attempt to resolve grievances through informal means to the extent possible. If discussion with staff does not resolve the issue, the resident should consult with the Family Program Manager or the Supportive Program Manager. If the issue is not resolved by consulting with the Program Managers, the resident may file a grievance with the Clinical Supervisor. Residents should submit the grievance to the Clinical Supervisor on the appropriate form, which should outline the grievance and desired outcome. The grievance form should be placed in a sealed envelope and marked "Second Chance Homes Grievance" and given to staff for delivery to the Clinical Supervisor. The Clinical Supervisor will review the grievance and act according to Second Chance Home's policies. Residents may appeal any decision of the Clinical Supervisor to the Program Director. The decision of the Program Director is final and may not be appealed.

Second Chance Home Property

You will be expected to respect and care for the property in the home and on the property. If Second Chance Home's household items, toys, furniture, etc. are damaged by you or your child, you will be responsible for the damages. Staff will determine, on an individual basis, how repayment will be met, either by extra responsibilities around the house, self repair of the items or reimbursement.

Second Chance Homes Treatment Team

You will be involved with a Second Chance Homes treatment team. Your progress will be monitored by the Team. The Team will determine your restrictions and privileges based on your compliance with the program. The Team will work with you to meet your children's needs and will assist you with accessing other services while you are a resident.

Your child protection specialist (“social worker”) will work to meet your children’s needs while they are in care. Your social worker will also schedule visits between you and your children.

Sexual Behavior

While living at the Second Chance Homes, you **will not engage in sexual behavior** (i.e.; kissing, fondling, cuddling, and/or genital contact) with visitors in the home. Sexual behaviors between residents or between residents and staff are **NOT** allowed in or away from Second Chance Homes. Furthermore, there is to be **no exchange of sex** (i.e.: kissing, fondling, cuddling, and/or genital contact) for drugs, money, or other favors.

Smoking

Smoking is strongly discouraged and not allowed inside any of the Second Chance Homes. You may smoke outside in the designated smoking area. All cigarette butts will be disposed of properly in a container provided and not on the ground by the house. These containers will be emptied daily. Remember that second hand smoke is extremely harmful to adults, children, and unborn babies. Please be mindful of this when you smoke outside and consider the effect your smoking has on others. We suggest you smoke when your children are taking naps, so they do not observe you smoking. If you must smoke when your children are awake, your children will accompany you outside. Smoking breaks will be limited to 15 minutes and you must closely watch your children the entire time.

Telephone

At the Main House telephones are available for resident use. There are two phone lines – the main line is for staff use only. The second line is for resident use.

In the Supportive and Sober homes telephone are available for resident use.

Cellular phones are a privilege, not a right. Cell phones should not be used during activities with your children, during meal times, etc. If the Team determines you are abusing your use of your cell phone, the phone will be confiscated until further notice.

Television and Radio

Television time will be carefully chosen. The television will not be turned on to provide noise, nor will the television be used as a “babysitter”. Private televisions are not allowed in bedroom/sleeping areas. Programs and movies watched must be appropriate for all children. Only G rated or PG rated videos and movies will be used in the Second Chance Homes. No violent movies or videos are allowed. No movies or videos with inappropriate language will be allowed. If staff finds inappropriate videos or movies in the home, they will be removed immediately. Use discretion and make sure your radio does not disturb or annoy other

residents. Music and CDs must also be age appropriate for children with no foul language or talk of violence.

Treatment

A valid chemical dependency evaluation is required in order to determine what treatment you need. This treatment could include detoxification, inpatient treatment, or a number of treatment groups in the community. You need to participate in and successfully complete the treatment recommended for you. Treatment will include individual and group sessions. Failure to successfully participate in and complete the required treatment program is grounds for termination from the Second Chance Homes.

You will have a roadmap. The roadmap will be based on a team approach and you will meet with appropriate members of the Team to develop your roadmap. The roadmap will act as your guide through your time at Second Chance Homes, and is up-dated every 90 days, or more often as needed. The roadmap will include the recommendations from the chemical dependency evaluations and any DPHHS/CFS treatment plan. It will address any mental health, parenting, education and/or job, housing, and financial concerns.

You will be required to attend 12 step meetings or social support meetings (Narcotics Anonymous, Alcoholics Anonymous, and CODA). These meetings are an important part of your recovery. You must provide written proof of your attendance to your home's Program Manager. You must also obtain a sponsor (of your same sex). A sponsor is a 12 step group member with at least two years sobriety who assists you on a personal level with sobriety, personal problems, working the steps, and general support.

If identified as a need, you will be seen by a psychiatrist selected by the Second Chance Home Team. You will be required to follow all medication recommendations.

Truthfulness

Always tell the truth. The Team requires the truth from you regarding your own actions and those of other residents in the home.

Visitors

At the Main House, only staff will answer the door. Visitors must wait outside until the resident comes to the door. If the visitor is someone she can/will see, the resident will let the visitor inside. Visitation hours are between 1:00 p.m. and 8:00 p.m. at the discretion of staff.

If you wish to have visitors to the Second Chance Homes, they must be pre-approved by the Program Manager. Visitation can only take place during regularly scheduled visitation times. If any visitors are under the influence of alcohol and/or illegal substances, they will be turned away by the Second Chance Home staff. It is your responsibility to notify staff if any visitor

arrives at the premises under the influence of drugs and/or alcohol or brings drugs and/or alcohol on the premises. Visitation is at the discretion of the Team and can be modified or terminated as deemed appropriate. Sober and supportive residents are encouraged to visit family and friends off-site. Visits to the house from the staff, or other agencies (i.e.: case workers, family support advocates) can be arranged through the Program Manager.

Violence

If you are physically or sexually violent either on or off the premises, this may result in your termination from the Second Chance Homes program. Furthermore, any physical or sexual abuse of any children in the Second Chance Homes will not be tolerated. This type of abuse will result in a report to DPHHS/CFS authorities and may be grounds for termination from the program.

SAFETY

Adherence to the Law

Obey all laws and pay outstanding fines. Inform the Team of any contact you have with law enforcement. If you are trafficking drugs, you will be dismissed from the home immediately.

Avoid any person who possesses or uses illegal drugs.

Doors/Gates

For child safety and the safety of all residents, please make sure the gates to the yard and the doors are pulled closed and locked behind you.

Emergencies

Medical professionals define an emergency as a life threatening situation. If you believe you are experiencing a medical emergency call 911. For non emergencies contact a staff member in the Main House. Staff is present in the Main House 24 hours a day.

Fire

Read and understand the posted information on fire safety. Become familiar with the designated escape routes, safe gathering locations and the head count procedure. Periodic fire drills will be held. At this time, or in case of a real fire, you are required to exit the building and meet at a designated location so everyone can be accounted for. In the event of a fire drill or an actual fire, the priority is to get out of the house safely. You are responsible for assisting your children in getting out of the house and to the designated location safely. Leave your belongings behind as these can be replaced – human lives cannot! Practice safe habits, smoke only in designated areas, and be aware of the fire extinguisher locations. Know how and when

to call 911. Emergency information and head-count (in/out) board are posted near the front door.

Health and Wellness

You will be expected to complete a medical history form and to work with Second Chance Home's staff to address your health and wellness issues. You will be expected to take medication as prescribed and to set a positive example for your children by eating nutritious foods and engaging in safe physical activity.

Illness

If you or your child experience a serious and/or contagious illness or a medical emergency, contact staff immediately.

Use/Absence Children's Safety

If you are absent without approval or return to Second Chance Homes under the influence of any mood altering chemical(s), the staff will take appropriate steps to ensure you and your children are safe. This could include contacting DPHHS/CFS and/or having your children placed in protective custody.

As a resident of Second Chance Homes, your children may be in the legal custody of DPHHS/CFS. If you are terminated from Second Chance Homes, your children may be at risk of removal by CFS.

CONSEQUENCES OF BEHAVIOR

It is important for you to know what will happen when you do well or if you are noncompliant at the Second Chance Homes. This section is designed to let you know the consequences of your choices.

Incentives

When you cooperate and participate fully in the Second Chance Home's program and comply with your DPHHS/CFS treatment plan (if you have one), you may expect the Team and staff to recognize you in one or more of the following ways:

1. Praise and congratulations from the Team
2. Decreased house restrictions
3. Release from community service
4. Increased outside visitation privileges
5. Financial incentives

6. Decreased breath, blood, or urine testing
7. Increased off-site privileges with my child(ren)
8. Transition to independent housing
9. Graduation from the Second Chance Home program

Sanctions

When you fail to comply with the requirements of the Second Chance Home program, the Team may order one or more of the following sanctions:

1. Lecture or reprimand from the Second Chance Home Team
2. Increased house duties
3. Community Services
4. House Arrest
5. Increased breath, blood, and urine testing
6. Additional restrictions in the home
7. Termination of visitation privileges
8. Termination from the Second Chance Home residence

Unsupervised time with your child/children is not an incentive or a sanction. However, as you do well and make progress in your treatment, sobriety, and stability, your unsupervised and off-site visits with your children will increase. Our goal is to have you parent your children full time. Non-compliance and failure to stay sober will affect this unsupervised time with your child/children because your child/children will not remain with you or be allowed unsupervised time with you if it is not safe for them.

RELAPSE

The relapse of a resident is considered a very serious issue in or outside of Second Chance Homes. This will be dealt with at the discussion of staff and could be considered grounds for termination.

PROGRAM PHASES FOR RESIDENTS

When you enter Second Chance Home, you will meet with the either the Family program Manager or Supportive Program Manager who will explain the programming and his or her role. Each new resident will be given a tour and orientation and a review of the handbook and rules of the particular home you live in.

I _____ acknowledge receipt of and the reading of the Second
(Please print your name)

Chance Homes Resident Handbook.

Clients Signature

Date of signature