



LIGHTHOUSE RECOVERY CENTER INC

PRE-ARRIVAL POLICY

Our mission is for the Lighthouse Recovery Center to glorify God by helping those who are struggling with addictions or compulsive behavior, to be set free by the power of Jesus Christ. We offer a safe place for those struggling with addictions or compulsive behavior to come and learn a better lifestyle through a Christian 12-step program. The Lighthouse Recovery Center is a 9-month program and after graduation, we offer transition housing for up to 2 years. We are also here to build, train, and equip Servant Leaders for the work of God's Kingdom. The Lighthouse Recovery Center is a 501(c) (3) ministry designed to help men and women be set free from not only their addictions, but to also live a practical everyday Spirit-filled life. Our program is for men and women who desire to know God more intimately and long to walk closely with Him.

An application process exists for every potential resident: application submission, interview, application evaluation, and acceptance/denial will all be handled by the Admission's Coordinator. There is a non-refundable \$300 administrative fee that is due prior to or upon arrival at our facility. This fee can be waived at the discretion of the Executive Coordinator or Director.

Any discrepancies or manipulation during the interview, including medications and mental health concerns, can affect your admittance into our program. It is important that you are honest and forthcoming with all aspects of the interview process. You can be released from the program at any time if discrepancies are found.

If the Policies & Procedures are broken, any resident who violates these can have passes and privileges suspended or will be considered for dismissal from the program. It is everyone's responsibility to follow the policies and procedures and take personal responsibility if broken.

Residents will not officially begin the LRC program until after our full orientation process. Below are some of the Policy & Procedures from our Handbook. There is a full version of the handbook at the facility that is given to each resident upon arrival.

Passes: Once a resident has reached Phase 2 of the program and is employed and paying their fees, they will be allowed four 4-hour passes, then they will move to four 24-hour passes and after the last 24-hour pass, they will be allowed to receive 48-hour passes.

Financial Information: The L.R.C is a working facility and insurance coverage is not accepted as payment for residency fees. Grant programs are available to qualifying residents, which help to offset a portion of the residency fees. Resident fees begin to accrue after a resident has completed their orientation and is put into Phase One of the program. These fees accumulate the duration of level one, becoming back fees and are to be repaid after work is obtained. Currently the fees at the facility are \$275 plus \$10 a week to perform laundry services. You are responsible for paying for gas to and from work, doctor's appointments and or court visits. There is either a flat rate or a fee per mile for out-of-town trips.

Employment: Each resident will be required to find a job in the local community of Washington, Indiana, or surrounding counties upon entering Phase 2 of the program. The office staff and leadership will help you get job applications to many of the approved jobs in the community.

Relationship Information: No new relationships at all until after graduation (including new friendships of the opposite sex). No sitting with or talking to the residents from the other LRC facilities (Men's to Women's and vice versa) at church, work or other LRC functions. Sexual relations are forbidden at any LRC facilities or properties. These acts are grounds for automatic dismissal.

Alcohol & Substance Screening & Personal Property Searches: Each resident will be tested at a minimum of once a month. Residents will be monitored until a sample is produced. Residents may be subject to a full body search prior to producing a sample. Do not enter the testing area unless your name is called. Residents found positive for drugs or alcohol can be discharged immediately and all judicial parties of the resident will be notified of the positive screen within the next business day. (However, the director has the prerogative to work with the resident upon a positive screen, relapse contracts can be offered as required or deemed necessary.) All residents are also subject to random searches of their personal property, body, and vehicles. We also use local law enforcement and K-9 dogs for searches. Refusal to submit to searches or testing for substances is an admission of guilt and you will be removed from our program.

Tobacco & Nicotine Allowance: There is a policy in effect for the use of tobacco products. We do not allow electronic vapors or any form of electronic cigarettes. If you wish to use any

nicotine/tobacco products/snuff, they must be done in designated areas outside as our facility is a Tobacco Free Facility. We do limit the regulations on what products are allowed at the facility.

Negativity & Good Behavior: Residents are expected to act on their best behavior while being a resident at our facility. We are to be held to a standard of professionalism. The resident is expected to be a positive influence and not speak badly about any person or the facility/church.

Visitation: Residents are allowed to have family members come to the respective facility to visit them. Residents and visitors are expected to follow all rules and policies to maintain a positive environment. Each facility has its visitation hours posted at the facility. No visitor is allowed on the property until prior authorization is granted.

Dress Code & Personal Hygiene Maintained: Personal hygiene is to be maintained. Beards and hair are to be well trimmed and maintained to be professional. Beards are to be kept at a #2 guard. men's hair is to be collar length at most, and women's hair is to be at least shoulder length and natural hair colors. A dress code is in effect to keep the facility a negative free zone. Men and women are to dress respectively per their born assigned gender. We do not allow clothing items that have the following: skulls, crossbones, witchcraft, or sorcery, negativity, prohibited logos such as glorifying drugs or marketing unapproved items. Only jewelry allowed is studded earrings for women and cross necklaces for both men and women.

Generalized Rules: No gambling of any kind will be tolerated on or off the LRC properties. No pornography or illicit materials of any kind. No "new" tattoos or piercings while a resident at the LRC and if you already have facial piercings or gauges in your ears, you will be asked to remove them. No energy drinks, caffeine supplements, pre-workout protein supplements, sleep aid medication is allowed to be consumed while a resident at the facility. No bringing weapons of any kind to the facility. No swearing, cussing, abusive, aggressive, or obscene language or behavior is allowed. No negativity or downgrading others. If any rule or policy is broken by a resident, they will face actions deemed by the Director as an alternative correction to their action or behavior. While being a resident at our facility you are not to break any laws or receive any tickets/new legal charges while being in our facility.

Classroom Behavior: All residents are advised to bring the following material to all classes, meetings, devotions, and church services. Bible, pen/pencil, notebook for notes and your utmost attention and respect for the teacher. Residents are required to attend all their classes, meetings, church services based upon their program phase assignment. Residents must be attentive during all classes and meetings. No resident can miss a class unless authorized by the Director of said facility. During any class or meeting, there is to be no food or drinks except for a bottle of water.

Items to avoid bringing to the facility are vapes, drugs/alcohol, weapons, any graphic or revealing clothing. No hygiene/perfume/mouthwash that has alcohol in it. No unauthorized jewelry. Medication that is not approved or any excessively bright or obscene make-up. Cell phones,

laptops, or tablets are not allowed until you reach the 6-month portion of your stay at our facility, so please leave at home until that time.

Every resident is expected to have a servant's heart and help around the facility in their free time. If you like to volunteer, there is always opportunities to help in the community. Every resident will be expected to help and participate in chores around the facility to help keep the facility and properties clean.

Treat our facility like your home. Be respectful and remember Jesus died on the cross for us all. We can all be forgiven and start a new life.

Upon intake to the facility, you will be given the Program Handbook, which is the policy and procedure guidelines to the facility. It is your tool to succeed in recovery.

Thank You & God Bless.

Lighthouse Recovery Center

Name: _____

Signature: _____

Date: _____

Please return this signed form to us with your application.