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WELCOME/INTRODUCTION

This information will introduce you to FREEDOM HOUSE of Palm Beach Gardens, its staff, its expectations and services which will be available to you.

We believe that a Twelve Step AA/NA – based recovery program will enable you to lead a rewarding drug free life style. FREEDOM HOUSE is designed to make this change.

Please read the following information carefully and feel free to ask questions. The following pages are a description of our services.

Jack De Marco
Managing Director

Anthony Finaldi
Program Director

Curt Safran
Marketing Director

ADMISSION CRITERIA:

1. The completion of a detoxification program and primary/outpatient treatment program within the last calendar year.
2. Minimum 18 years of age
3. Sincere motivation to participate in meaningful recovery.
4. Minimum four (4) month length of stay.
5. Employed or employment ready.
6. 3 days or more of abstinence preferred.

FUNDING:

Funding is by self-pay or some insurance plans. Prospective residents, family, and/or referral sources are expected to arrange funding prior to admission. Residents are responsible to pay \$24.30 for the daily rent or \$170.00 per week. Failure to pay rent will result in late fees or discharge. Each Friday between 6:00-6:30 pm rent is collected. Residents must make payment arraignments prior to the House Meeting.

LIVING ARRANGEMENTS:**TELEPHONE:**

There are separate telephones in each apartment. You are expected to limit your calls to 10 minutes or less. If this is abused, loss of phone privileges may result. Please answer the phone with a simple "hello", not "FREEDOM HOUSE". Do not give out any information. If the resident is not on the property take a message.

LIVING QUARTERS:

We have 6 apartments and 1 senior house on the property which can accommodate all the residents. All new residents are required to reside in one of the orientation apartments for a minimum of 30 days. After 30 days and employment, you may be considered to move to our senior house.

MEALS:

Residents are responsible to purchase groceries and prepare meals which are to be eaten in the individual apartments. Residents are responsible for cleaning up after themselves. Residents should clearly mark their items with his name.

HOUSE RESPONSIBILITIES:**CLEANING DUTIES:**

All residents are expected to check the job list posted for their daily job duties. This job will be done no later than 8:00 a.m. each morning by all residents. The House Mayor and Director will monitor. If you are on a special pass, you are responsible to find someone to do your job. Residents will keep all areas of the apartments clean, including floors, living areas, bedrooms, bathrooms, etc. Dust mops and wet mops are to put back in the utility room when you are done with them.

ORIENTATION RESTRICTION:

All new residents will be put on orientation restriction for the first week. During this time, residents must be accompanied by another FREEDOM HOUSE resident to attend outside AA/NA meetings, FREEDOM HOUSE meetings, food shopping and other approved FREEDOM HOUSE activities. Residents may go to work or seek employment. Orientation is designed to help new residents become involved with the House, other residents and focus energies toward self and recovery. All new residents on orientation restriction are not allowed to have visitors. You may, however make and receive phone calls and write and receive letters.

AUTOMOBILES:

Each resident who owns a vehicle, must provide a copy of his valid insurance and license, and abide by all Florida State Laws. Residents must park their cars in designated parking areas. Any resident who wishes to purchase a vehicle, must clear it through Administration.

NOTARY PUBLIC: FREEDOM HOUSE has a Notary Public available to all residents.

SWIMMING POOL RULES:

Senior House Residents: 7 days a week 8 am to 10 pm
Residents over 30 days: Weekends and Holidays Only
Residents 30 days or less: NO POOL PRIVILEGES

Everyone must shower before entering pool. No running or horseplay. No throwing anyone into the pool. This will result in immediate discharge.

LAUNDRY:

FREEDOM HOUSE has washers and dryers for your convenience and use. You are expected to wash your clothing and bed linen. You will be issued bed linen and towels when admitted. You are to keep these laundered appropriately. Laundry must be completed by curfew.

RULE INFRACTIONS:

If a resident breaks two or more rules in one week he will receive a consequence. The consequences will be issued by the Program Administrator, Managing Director, or Resident Manager. If a resident breaks four or more rules in a 30-day period, the resident will be re-evaluated by Administration.

TV AND RADIOS:

Personal TV's will not be allowed. (There is a TV in each apartment.) Radios are allowed. However, they are NOT to be used during group meetings.

CURFEW:

Sunday - Thursday - 11:00 pm

Friday - Saturday - 1:00 am

LIGHTS OUT:

Sunday - Thursday - 11:30 pm

Friday - Saturday - 1: 30 am

LIGHTS OUT FOR SENIOR APTS:

Sunday- Thursday - 12:00 am

Friday - Saturday - 2:00 am

PORNOGRAPHIC ITEMS:

Sexually explicit pictures, magazines, reading materials, movies or assorted equipment is not allowed at FREEDOM HOUSE. Staff will periodically complete room inspections and pornographic items will be discarded.

IN HOUSE RESTRICTION:

No telephone, no visitors, only house activities.

SMOKING:

Smoking is not allowed in any of the apartments. Please step outside to smoke in designated areas only. Utilization of the butt cans provided is kindly requested.

USE OF DRUGS:

There will be NO use of mood-altering drugs in the House, nor by any resident of the House -- either on or off the grounds. Using will result in immediate discharge and you will be required to go to detox. If you refuse to enter detox, you must leave the grounds. After detox is completed you must schedule an assessment for re-admission.

GAMBLING:

No gambling is allowed in the House or on the property.

DRESS CODE:

All residents are expected to dress accordingly and not in a "street" manner. Residents will not lounge in the halls with short-shorts or t-shirts associated with "using" behavior. Shoes or sandals will be worn at all times. No FREEDOM HOUSE bedding is to be taken outdoors. All residents will maintain a clean-shaven appearance with beards neatly trimmed. No hats, headbands or sunglasses are to be worn in the house or office.

VIOLENCE:

No violence or expressed violence in the House or on the property. Violence will result in immediate discharge.

WAKE-UP

All residents are to be up at 7:00 a.m. and at Morning Meditation at 8:00 a.m. Your bed is to be made by 8:00 a.m. and bedside area cleaned. Two or more confrontations in one week will result in restriction. If you are in the house at 8:00 a.m., you are expected to be at Morning Meditation.

SATURDAY WAKE-UP.

Wake-up at 8:00 a.m. Morning Meditation at 9:00 a.m. Complete house chores by 9:00 a.m.

SUNDAY WAKE-UP.

Wake-up at 9:00 a.m. Morning Meditation at 9:30 a.m.
Complete house chores by 1:00 p.m.

MEDICAL PROBLEMS:

Residents should bring any medical, eye, or dental problems to the attention of Administration. After an assessment is made, it will be decided if the physician will be consulted by phone, and an appointment scheduled.

MEDICATIONS:

If a resident is on medication prescribed by their personal physician or dentist, the medication will have to be documented in Administration.

BORROWING:

FREEDOM HOUSE does not encourage the lending of money between residents, nor do we encourage the buying or selling of personal items between residents.

HORSE-PLAY:

There is not to be any unnecessary horse-play, yelling or running on the property - or in the house.

There will be no yelling to let someone know they have a phone call. (You must try - to find them or take a message.)

AA/NA MEETINGS:

All residents must attend a minimum of five AA/NA meetings per week. 90/90 is highly suggested. These meetings are mandatory and an important part of your recovery. In-House meetings must be a minimum of one hour long.

VISITORS/VISTING HOURS:

Monday through Friday: 5:00 p.m. -11:00 p.m.
Saturday: 12:00 p.m. to 11:00 p.m.
Sunday: 1:00 p.m. to 10:00 p.m.

There will be NO SEXUAL ACTING OUT with another resident or visitor. Acting out sexually at FREEDOM HOUSE will result in immediate discharge.

BARS:

No FREEDOM HOUSE resident may enter a bar for any reason or be present in any situation where illicit drugs are being used or have been used. Bars are not conducive to your recovery.

JOB SEEKING:

All residents seeking employment will be out of the house at 9:00 a.m. and must return by 5:00p.m.daily. Residents must call the office to make staff aware of your location. Residents must secure employment before going to the beach.

WEEKEND PASSES:

PASSES AREA PRIVILEGED AND ARE EARNED. Weekend Passes begin on Saturday at 8:00 a.m. and end on Sunday at 10.00 p.m. A pass request form must be submitted to Administration on Friday one week prior at House meeting. Weekend passes are not permitted until you have completed your 4th weekend at FREEDOM HOUSE. If you choose not to use your weekend pass after approval, you will then be required to participate in weekend activities at FREEDOM HOUSE. RENT MUST BE PAID IN FULL TO QUALIFY FOR THE PASS. PASSES ARE AT THE DISCRETION OF ADMINISTRATION.

DAY PASSES:

PASSES ARE A PRIVILEGE AND ARE EARNED. A day pass may be submitted to staff to attend church services on Sunday. All other individual activities must be scheduled after the Sunday Weekend Activity.

FREEDOM HOUSE MEETINGS:

Monday: RECOVERY LECTURE provides clients with education on the disease of chemical dependency.

Tuesday-Thursday: GROUP EDUCATION sessions are held to provide you with education on the disease of chemical dependency.

Friday: HOUSE MEETING is a time to deal with house needs, review job duties, Mayor's report, Special events and pass requests.

FREEDOM HOUSE STAFF:

Jack De Marco	Managing Director
Anthony Finaldi	Director
Pete Kinsley	Program Coordinator
John Conde	Education Facilitator
Al Hagan	Education Facilitator
Skye Howell, C.A.P.	Education Facilitator

DISCHARGE CRITERIA:

1. The completion of Phases 1, 2, and 3 at FREEDOM HOUSE
2. Minimum of 4 months of abstinence.
3. Employed full time, going to school or performing volunteer work.
4. Schedule a discharge session with staff at least 3 weeks prior to discharge.

PHASE I:

- A. One-week orientation restriction to House.
- B. Attend a minimum of five AA/NA meetings per week.
- C. Seek employment/vocational counseling.
- D. Attend all house meetings and groups.
- E. Obtain a Sponsor and join a Home Group.
- F. Follow all rules and regulations.

PHASE II:

- A. Continuous AA/NA meeting attendance.
- B. Working full time, going to school or performing volunteer work.
- C. Begin working the 12 steps with your sponsor.
- D. Therapeutic passes with Administrations approval.
- E. Continuous attendance at all House meetings.
- F. Displaying Role-model behavior

PHASE III:

- A. Begin making outside living arrangements.
- B. Completion of the Relapse Prevention Plan and review with staff
- C. Attend monthly Alumni meeting.
- D. Hold House government position.
- E. Draw up a living agreement if applicable.
- F. Continuous meeting attendance, working the steps with your Sponsor and displaying role-model behavior.