IN HIS MERCY

RESIDENTIAL GUIDELINES

These rules are in place to assure that all residents have a comfortable, safe, faith-based, drug-free environment while living in a transitional period of their lives. **Any violation of these rules may result in consequences, loss of privileges, or discharge from In His Mercy depending on the nature and severity of the violation.**

1.

No drugs or alcohol are permitted on In His Mercy property or in the possession of any resident at any time. All prescribed medications must be taken as prescribed and are subject to In His Mercy medication policies. **All prescribed controlled substances must be surrendered to the House Director for secure storage and will be made available according to the prescribed schedule.** Residents may not possess, share, sell, trade, or misuse prescription medications.

2.

Drug and alcohol testing may be conducted randomly or when there is reasonable suspicion of use. When requested to provide a UA or other specimen, the resident will have **one hour to produce the specimen**, unless otherwise directed by staff. Failure to produce a specimen within the allowed time or refusal to test **will be considered a positive result.**

From the time a resident is instructed to provide a UA, the resident must remain in the presence of the staff member administering or supervising the test until testing is complete.

3.

Selling, sharing, giving, or trading prescription medications, illegal drugs, or other prohibited substances is strictly prohibited. Violation of this rule may result in **IMMEDIATE DISCHARGE** from In His Mercy.

4.

Residents must take medications only as prescribed and may not misuse, abuse, alter, or take another person's medication. Residents are responsible for following all In His Mercy medication procedures. Any medication changes, including new prescriptions or discontinued medications, must be reported to the House Director.

5.

Smoking, vaping, and the use of smokeless tobacco are permitted only in designated tobacco-use areas. This includes cigarettes, vapes, e-cigarettes, dip, chew, and other tobacco or nicotine products. Butt cans and designated disposal containers must be used.

Smoking, vaping, or using smokeless tobacco outside of designated areas is prohibited. Excessive cigarette butts, tobacco waste, or other litter may result in the property becoming smoke-free. **Smoking or vaping inside any In His Mercy residence is strictly prohibited and may result in IMMEDIATE DISCHARGE.**

6.

No weapons of any kind are permitted on In His Mercy property. This includes firearms, knives intended as weapons, or any other item being carried or used as a weapon. Weapons are also prohibited in vehicles parked on In His Mercy property.

7.

Violence, fighting, threats of violence, intimidation, bullying, harassment, or aggressive behavior will not be tolerated. Threats of violence will be treated the same as an act of violence and may result in **IMMEDIATE DISCHARGE** from In His Mercy.

8.

All residents are required to maintain employment. Residents who are unemployed must leave the house by **8:00 a.m.** and may not return before **5:00 p.m., Monday through Friday**, unless otherwise approved by the House Director. Residents will have **up to two weeks to obtain employment.** Any resident who loses employment must immediately notify the House Director.

9.

All residents are required to clean up after themselves at the time a mess is made. A chore list will be posted weekly by the House Leader. Residents must complete their assigned chore(s) and have their personal area clean, **including making their bed**, before leaving for work or job searching each day. Once the chore is completed, residents must provide **picture proof** in the house group chat or directly to the House Director.

10.

Residents must attend all scheduled house meetings. Residents are expected to **arrive on time and remain for the entire meeting.** The only acceptable reason for missing a meeting is a verified work schedule or prior approval from the House Director. Program fees are due at the scheduled meeting unless payment arrangements have been approved in advance.

11.

Residents who violate house rules may receive consequences, fines, loss of privileges, or discharge depending on the nature and severity of the violation. All residents will be held accountable to the established house rules and consequences.

12.

Curfew is 10:00 p.m. to 6:00 a.m. daily for all residents unless otherwise approved or required by a verified work schedule. Curfew means residents must be **inside their assigned residence** and may not be loitering in vehicles, driveways, or other areas of the property.

Residents who know they will be late must contact the House Director before curfew. Any resident arriving late without prior approval may be required to **submit to a UA immediately upon arrival.**

13.

Curfew extension privileges may be requested for Friday and Saturday nights after a resident has lived on the property for at least seven days, is currently employed, is current on all program fees and fines, and has remained violation-free for 30 days. All curfew extensions must be approved in advance by the House Director.

14.

If your house uses a sign-out sheet, residents are required to use it. Residents must write down their name, the time they leave, their destination, and the reason for leaving. Upon returning, residents must immediately record the time they returned.

15.

All visitors must be approved by the House Director or House Leader. Approved visitors are permitted seven days a week from **10:00 a.m. to 10:00 p.m.** Visitors must remain in common areas and **are not permitted in resident bedrooms.**

Visitors may not bring alcohol, illegal drugs, unauthorized medications, weapons, or other prohibited items onto In His Mercy property. **Visitors who appear to be under the influence will not be permitted on the property.**

16.

In His Mercy encourages healthy family relationships and visitation with children. Visits involving children must follow the same approved visiting hours. Residents are encouraged to give advance notice so appropriate arrangements can be made to provide a safe and appropriate environment for the children.

17.

Overnight passes may be requested after 30 days of residency. Requests must be submitted **at least seven days in advance.** To be eligible, the resident must be employed, current on all program fees and fines, and current on required UA testing.

Failure to submit to a required UA on time will be considered a failed test. No more than **two overnight passes per week** will normally be granted. All overnight passes are subject to approval by the House Director and may be denied or revoked when house requirements are not being met.

18.

No overnight visits are permitted.

19.

Residents are housed according to In His Mercy's housing assignments. Residents may not enter another In His Mercy residence unless invited and approved by the House Director or House Leader.

Visitors are not permitted in resident bedrooms at any time unless specifically approved by the House Director. Unauthorized entry into another residence or bedroom may result in **IMMEDIATE DISCHARGE.**

20.

Intimate relationships between residents are prohibited.

21.

Residents are required to wash their laundry at least once each week. Laundry may not be left in the washer or dryer after the cycle is complete. Residents must remove their belongings promptly so other residents have access to the machines.

22.

Residents are expected to maintain proper personal hygiene, including showering regularly and wearing clean clothing. Residents are responsible for keeping their bedrooms and personal areas clean and sanitary.

23.

Residents are responsible for their own personal property. In His Mercy is not responsible for lost, stolen, or damaged property. Personal belongings brought onto In His Mercy property may be subject to reasonable inspection when necessary to maintain the safety, sobriety, and security of the residence, consistent with In His Mercy policy and applicable law.

24.

Residents may not bring in, remove, relocate, or dispose of furniture, appliances, or other property belonging to In His Mercy without permission from the House Director.

25.

Residents may not alter or damage In His Mercy property in any way. This includes drilling holes, painting, removing fixtures, modifying furniture, or making other changes without prior permission from the House Director. **Residents may be held responsible for damage they cause.**

26.

Pornographic or sexually explicit material is not permitted on In His Mercy property. This includes printed material and sexually explicit content intentionally viewed or displayed on phones, computers, televisions, or other electronic devices.

27.

Quiet hours are 10:00 p.m. to 6:00 a.m. Sunday through Thursday and 11:00 p.m. to 8:00 a.m. Friday and Saturday. During quiet hours, televisions, music, phones, conversations, and other noise must be kept at a level that does not disturb other residents. Common areas should remain quiet during these hours.

28.

Residents sharing a bedroom must respect the sleep schedules and personal space of their roommates. Lights, televisions, music, and other unnecessary disturbances must be turned off or kept from disturbing roommates during designated quiet hours.

29.

Residents must be appropriately clothed when outside their bedrooms, including in all common areas and outside on In His Mercy property. Clothing must provide appropriate coverage and may not contain offensive, sexually explicit, drug-related, alcohol-related, or threatening images or language.

30.

Residents are responsible for providing and properly storing their own food unless otherwise provided by In His Mercy. The kitchen is a shared space. Food and beverages must be labeled with the resident's **name and date opened** when appropriate. **Residents are responsible for cleaning up immediately after preparing or eating food.**

31.

In His Mercy may occasionally provide meals or food in bulk for residents. Food designated for the entire house must be shared appropriately and **may not be taken, hidden, or kept for individual use without permission.**

32.

All kitchen equipment belongs to In His Mercy and must remain in the kitchen unless permission is given by the House Director. Residents are responsible for properly using and cleaning kitchen equipment after each use.

33.

Residents who need assistance preparing meals or learning how to safely use kitchen equipment should contact the **House Director or House Leader** for assistance.

34.

Food may only be eaten in designated kitchen and dining areas unless otherwise approved. Unopened, nonperishable food may be stored in resident rooms when permitted. Once opened, food must be properly labeled and stored in the kitchen. **Water in a closed container may be kept in resident rooms unless otherwise directed.**

35.

Residents who need assistance with food, clothing, hygiene products, or other basic necessities should notify the House Director. In His Mercy will assist with these needs when resources are available.

36.

Residents may not loan, borrow, sell, trade, or give medications to another resident under any circumstances. Residents are strongly discouraged from loaning or borrowing money or personal property from other residents. **In His Mercy is not responsible for personal debts, loans, or agreements made between residents.**

RESIDENT ACKNOWLEDGMENT

By signing below, you acknowledge that you have received a copy of the **In His Mercy Residential Guidelines**, that you have read and understand the rules and expectations, and that you agree to follow them during your residency at In His Mercy.

If you have questions regarding any rule, you are responsible for asking the House Director for clarification. **Not knowing or understanding a rule will not excuse a violation after the resident has been provided an opportunity to ask questions and receive clarification.**

Printed/Typed Name: _____

Date: _____

Signature: _____

House Director/Staff Signature: _____

Date: _____