

Rules, Policies, Procedures

All residents are to participate in the programs as outlined in the rules, policies and procedures. Choosing not to comply with the rules or not to participate in the programs offered by LifeGate will result in termination of your residency. This is a Christ centered program and way of living. Residents are expected to act in an appropriate manner. This program is designed to give a person a hand up not a hand out. We are happy to help you in any way we can within the guidelines of the program.

1. Meetings, classes and church services are a very important requirement for the program. Each week residents must attend all *Walking the 12 steps with Jesus Christ* meetings with required books. Residents must attend all services of Cross Pointe Church, appropriate dress is required. Residents are required to be 15 minutes early for all classes and services.
2. Residents that are not employed outside the facility will attend Chapel at 7:30 a.m. Monday – Friday. Jobs will be assigned by staff each morning. Residents are expected to work a full 8 hours each day. There is no pay for this work, ***it is not in lieu of program fees***, and this work is a service work where you are sowing into the Kingdom and ministry. **Residents are not allowed to be in bed during working hours unless sick.**
3. Program Fees \$250 per week. Meal fee is \$50 per week. If resident qualifies for food stamps there is no charge for food. In order for a resident to receive a graduation certificate, all program fees must be paid in full. If a resident leaves the program prior to graduation, any accrued fees are collectible.
4. The fee for transporting is based on \$1.00 / mile with a minimum charge of \$3.00 for any trip. **Exception: Sapulpa transports will be \$1.00 per person with a minimum of \$5 per trip.** No shopping trips will be allowed Monday – Friday until after 5 p.m. Transportation privileges are for ranch residents only, once you leave the ranch we will no longer transport you to and from work.
5. Whenever a resident leaves the ranch for any reason, approval by staff must be received.
6. In order for any resident to use a personal vehicle, tag, title, license, and insurance must be verified and on file in the office. Use of personal vehicle is by authorized use only.

7. If a resident performs work outside of LifeGate for which he will be paid, that money is to be paid to LifeGate unless it is when a resident goes to work for full time employment. The purpose of this policy is to encourage Bible-based financial responsibility.
8. Quiet hours are between 10:00 pm and 7:00 am. During these hours please keep bedroom lights out and noise to a minimum. All TV's must be off by 11:00 p.m.
9. Resident will take responsibility for all visitors following the rules at all times. Adult supervision is required of all children at all times. Visitors are restricted to outside areas or open living areas as deemed appropriate, no exceptions. Absolutely no visitors are allowed inside of living quarters. Visiting is allowed in the common areas only. Visitors of church services must arrive no earlier than 15 minutes before and stay no later than 15 minutes after.
10. Residents must submit to random urinalysis and or other standard drug and alcohol testing as deemed appropriate or necessary by staff. There will be a fee of \$10 for all drug tests that are positive. Positive UA or breathalyzer will result in loss of at least one phase with possible placement of resident to Phase One and appropriate restrictions according to the director. If a person is caught with alcohol or drugs in their possession on the property of LifeGate Freedom, administration reserves the right to have the resident removed immediately and or prosecuted. No illegal activity of any kind will ever be permitted. Alcohol, drugs, and firearms are prohibited. Residents are not allowed to visit bars, casinos, or gamble.
11. According to state and federal laws, our program is not zoned for anyone required to register as a "sex offender".
12. If a resident leaves the program either on their own, or are requested to leave by staff, that person will not be allowed back into the program for a minimum of **60 days**.
13. Personal hygiene is expected of each person. This includes daily showers or baths, and teeth brushed at least once a day. Residents are required to do their own laundry.
14. Area and room inspections will be made daily by appointed individuals which will include checking for: Clean floor, furniture dusted, clothes put away or stacked neatly, no trash left out, no open food or dishes, bed made, and electronics and lights off. Three write ups will result in loss of privileges and/ or a phase for the resident. A copy of the write up will be placed in the resident's mail slot.

15. Residents must be accompanied by staff to fill and pick up prescriptions. Residents are not allowed to take any type of narcotic or barbiturate and all medications must be turned into Director or Co-Director.
16. No fighting, violence or threats of any kind will be tolerated. These actions are grounds for immediate termination of residency.
17. Smoking is not allowed inside buildings.
18. A resident must have 6 months of clean time and meet all requirements of their program in order to receive a certificate.
19. Residents must abide by any instruction given by any person placed in authority.
20. As we are a Christian facility and you are learning to grow in Christ, Christian music is the only acceptable music allowed.
21. Resident agrees that any pictures taken during activities or programs can be used in promotional materials or testimonies for LifeGate Freedom Recovery Ministries only.
22. In consideration of the services provided by LifeGate, all residents must promise to agree as a condition of their participation in the program not to file a claim, complaint, or suit of any kind against the Ministry, Board of Directors, Staff, Volunteers or Hosts. A resident may not file for negligence or any other reason during their stay in any of the units, hereby releasing the staff of LifeGate Freedom Recovery Ministries, the Board of Directors, Staff, Volunteers and Hosts from any such claim, complaint or suit.
23. I understand LifeGate Freedom Recovery, or its agents, will not be responsible for any lost or stolen property.

Definitions:

Write ups: A form of notification identifying problem areas.

Restriction Status: A resident may be disciplined for infractions of the rules and sanctions will be listed on the disciplinary form.

LifeGate rules are designed to empower a person who has been delivered from a lifestyle of addictions that is not conducive to God's purpose and will for His people. To teach, train and educate an individual in living by practical application according to God's Holy Word.

In signing this agreement you are acknowledging that you agree to all terms and conditions.

Signed: _____ Date: _____

Witnessed by: _____ Date: _____