

# TRAVIS HOUSE PROGRAM SUMMARY

## Recovery through Jesus Christ

Thank you for your interest in Travis House. We look forward to working with you on your road to recovery. This is a complete program summary. Please read it thoroughly before deciding if our program is a good fit for you. If so, fill out the application form on the website. After submitting your application form, we will contact you for an interview.

Sincerely,

Travis House staff

### **MISSION**

**The mission of the Travis House is to free men from the bonds of addiction. Residents develop a biblical foundation and learn recovery tools to live a healthy and productive life. We believe that having a relationship with Jesus Christ will lead to healing and recovery.**

***“The Lord is close to the broken hearted and saves those who are crushed in spirit”. Psalms 34:18***

### **THE PHILOSOPHY OF TOTAL RECOVERY**

The vision of Travis House is to help change the course of men’s lives so they have the skills and the heart to meet the needs of their children, spouses, community and society as a whole. Addiction is a disease of isolation and our program is designed to end that isolation through our therapeutic community residential model, spiritual growth and biblical participation. We do this by giving them the tools and the support required to develop honesty, integrity, respect for self and others, combined with the interpersonal and vocational skills needed to create in them a work ethic and a desire to improve their lives and those around them.

Our model of therapeutic community, spiritual life growth and biblical participation allows our clients to end the dark days of isolation and despair and guide them through planned and structured phases, in their successful re-entry as a productive, supportive member of their family and community. Our vision of recovery is not simply the absence of mind- altering

substances or behaviors, rather it provides for the recovery of the whole person in his environment.

The Travis House philosophy of TOTAL RECOVERY includes healing and recovery through Jesus Christ. Many clients come directly from in-patient care, others from the correctional system, while others come directly from a home living environment. To participate in our program, people must provide clean urine screens and must have been medically or otherwise detoxified. This decision to stop the use is the first major decision that must be made. Throughout the program the decision must continually be made one day at a time. Our program requires abstinence of drug and alcohol use and a parallel termination of all non-drug related compulsive behaviors.

The first part of our recovery program is to have SUPPORT GROUPS. Through reaching out to others, sharing testimonies, strength, and hope; support groups, both volunteer and professional, become partners in the pathway to recovery. Our clients must attend a minimum of 3 faith-based recovery groups per week. In addition, residents must obtain a biblical mentor.

The second part of our recovery program is DEVELOPMENT OF A BIBLICAL FOUNDATION. The meaning of recovery is a new lifestyle that results from radical personal choice to live sober and sane. This change happens through surrender of the old self and acceptance of a new life and new relationships with self, others, and GOD. This change is the fruit growing in the garden of our lives. Spirituality is tending our garden. We teach about the restructuring of our daily schedule to include prayer, bible studies, meditation, and community. Each person is required to prepare his own spiritual program and present it to the staff and her community. Each attends a church of her choice weekly. We are absolutely convinced there is a dark hole to fill as a result of addiction that only faith in God can address.

The third part of our recovery program is STABLE SOCIAL AND VOCATIONAL LIFE. Regular employment aids recovery. Travis House is particularly aware of how our society has made work a prime source of self-valuation and esteem. As a result, we teach a new set of work values instead of just valuing work. When people learn to get up, clean up, and show up they begin to feel better about themselves, and they build positive self-esteem on top of sober days. Stability replaces chaos. Competence replaces excuse-making. Growth replaces deterioration. Joy replaces self-contempt. Hope rises. In addition, healthy leisure activities and fun must be re-learned for the recovering person. Special time set aside for relaxation is a part of the therapeutic community.

The fourth part of our recovery program of TOTAL RECOVERY is STABILIZATION WITH SIGNIFICANT OTHERS. Through teaching and support groups, we provide weekly opportunities for growth and support of family who have hurts and brokenness because of addiction. The core curriculum focuses on issues such as family systems of dysfunctional families, shame, guilt, codependency, and communication problems. Travis House recognizes that addiction is spread in families and that genuine healing occurs through families as well. We also realize that the

healing does not occur overnight and requires planned and structured re-entry. When, much to our dismay, we find some families do not return to meaningful relationships but experience terminations; we work to support our clients in the task of finding their family of choice. Often this becomes their recovery residence friends, Christian life group friends or church friends. WE ALL NEED FAMILY.

Consistent movement toward participation in these disciplines promotes stable and lasting recovery. We utilize our Intensive Residential Program (IRP) and Extended Residential Program (ERP) to provide a structured integration of SUPPORT GROUPS, DEVELOPMENT OF A BIBLICAL FOUNDATION, STABLE SOCIAL AND VOCATIONAL LIFE, AND STABILIZATION WITH SIGNIFICANT OTHERS, enabling our WILLING clients to become "HAPPILY AND USEFULLY WHOLE"

# TRAVIS HOUSE PROGRAM PHASES

**The total recommended time in the program is 6 to 12 months**  
**To graduate from the program, residents must complete 6 months**

## **Intensive Residential Program     4-6 months**

### **PHASE ONE: (Orientation Phase) 2-4 weeks**

Program Orientation  
In-house group introduction and duties  
Group/individual counseling (optional)  
Participation in house community meetings  
3 weekly faith-based recovery meetings  
Get mentor, call daily, meet once a week  
Recovery goals contract  
Bible studies

### **PHASE TWO: (Work Phase)     3-5 months**

Suitable employment  
Financial responsibility  
Participation in house/community meetings  
Community groups:  
    3 weekly faith-based recovery groups  
    Weekly mentor meetings, call as needed  
    One-one-one **counseling (optional)**  
    Bible studies  
Weekly church attendance  
Recovery contract completion (concrete, growth and spiritual goals)  
120 days sobriety in program

## **Extended Residential Program (ERP)**

### **PHASE THREE: Transitional Program     2-6 Months**

Get own checking account  
Continued employment  
Mentor check-ins  
Writes and achieves transitional goals  
2 weekly faith-based recovery groups  
Weekly church attendance  
Financial planning

## **Intensive Residential Program (IRP) COMPLETION CRITERIA**

- \_\_\_\_\_ Successful completion of IRP Recovery Contract (written goals)
- \_\_\_\_\_ A minimum of 120 days continuous sobriety
- \_\_\_\_\_ Positive balance in your Personal Spending Account
- \_\_\_\_\_ Appropriate employment or education plan combined with the ability to financially support your new lifestyle
- \_\_\_\_\_ The ability to appropriately confront your peers in community meetings
- \_\_\_\_\_ The ability to identify and process your feelings in a small group setting
- \_\_\_\_\_ Attended weekly faith-based recovery groups and have consistent mentor meetings
- \_\_\_\_\_ Willingness to mentor others when deemed appropriate by your Resident Manager
- \_\_\_\_\_ Willingness to continue to expand your pursuit of Jesus through additional activities

**Mentor name and phone number** \_\_\_\_\_

**Recovery Network names and phone numbers (4)**

- 1.
- 2.
- 3.
- 4.

\_\_\_\_\_  
Staff

\_\_\_\_\_  
Client

\_\_\_\_\_  
Date

## Therapeutic Community

The individuals from the recovery residence will be groups of 4 to 8 individuals and identified as a THERAPEUTIC COMMUNITY. These are the members of your house. A therapeutic community will be a new experience for you. You will have the opportunity to develop a caring and safe environment in which you address personal issues regarding your recovery.

Initially, most new residents are anxious about their surroundings and the people in their community. You are encouraged to express your needs and expectations. In turn, the other residents will also be open and direct about communicating with you. As you progress in your recovery you will become more trusting and find your conversations to become more open and honest.

Travis House has developed policies and procedures designed to facilitate the development of a therapeutic community. You are responsible for adhering to ALL OF THEM and responsible to the community to insure others in your group do as well. On occasion, a situation may arise in the community which requires a confrontation between individuals or the entire community and staff. Confrontation may relate to any number of issues, such as drug and/or alcohol use, curfew violations, interpersonal conflict or violations of the rules. **The therapeutic community is responsible for confronting an individual about whom they may be concerned. Failure on the part of the community to accept their responsibilities results in members engaging in a conspiracy of silence. When this occurs, you may be discharged and referred to another facility.** If you have any questions or concerns, do not hesitate to notify your resident manager or contact the on-call staff member.

Client Signature \_\_\_\_\_ Date: \_\_\_\_\_

Travis House Staff: \_\_\_\_\_ Date: \_\_\_\_\_

## IRP Work Guidelines

1. Until suitable employment is found:
  - Must report at least twice a week to workforce center and must complete five work-related activities a day. (interviews, applications, face-to-face meetings, work on resume and cover letters, etc.)  
Document everything you do to present to staff at Monday community meetings
2. Must find shift hours totaling 30-40 hours per week, which do not conflict with scheduled Travis House activities and groups.
3. Must attend **ALL** in-house meetings
4. Must be a **SAFE** job as determined by housemates and staff
5. Must get final approval from Travis House staff

## Vehicles

If you come to the house with a vehicle, you must have a current license, registration and insurance in order to drive it. If everything is not current and legal, you will not be allowed to drive your vehicle while living at the Travis House.

# **CONTRACT**

The function of a contract is to inform the whole community in clear and specific terms, what you are going to be doing, and working to achieve, while you are living at the T.H. home. It is the responsibility of each resident of the community to write her own contract and to make sure that the contract is clear, reasonable and contains goals that everyone is willing to support. When a contract is agreed upon, you are responsible for carrying it out, and the community is responsible for helping you achieve your goals by holding you accountable and giving you support and feedback. A contract may be reviewed in community meetings to remind everyone what it says, evaluate what progress is being made and to bring it up-to-date if goals have been achieved or need to be changed.

Contracts are to be made in three general areas: concrete goals, growth goals and spiritual goals. Concrete goals are such things as getting a job, staying sober, paying bills, saving money, legal matters, etc. Growth goals are those things about yourself that you want to work on to change; for example, becoming assertive, learning how to share feelings, resolving problems with a parent or friend, learning how to handle depression, anger, etc. Spiritual goals are ways you intend to get closer to God; for example, reading the Bible, praying, doing devotions etc.

Contracts need include at least 3 goals for each category, how you are going to achieve them, when, and how the community can support you.



## TRAVIS HOUSE PROGRAM RULES

1. Cell Phones: In the evenings, please keep your cell phone use to a minimum. We want you all to be interacting with your community not staring at your phones. You also have bible reading to do, work on your goals and having fun! We trust you to comply with this rule. Absolutely no cell phones allowed during community meetings, bible studies or any other house meetings.
2. During the first two weeks of a new resident's stay, you cannot leave the house unless you are with a staff member or an approved resident of the house. Staff, mentor and volunteers will get you out of the house as much as possible during this time. You can process leaving the house alone at the 2<sup>nd</sup> Monday community meeting following intake. The staff may choose to extend this or reduce this time frame.
3. All residents need to sign out when they leave the house on a sign-out log by the door including going to work.
4. DVD'S are allowed if they are rated PG13 or less. No TV rated R. Please be polite with TV, asking other residents what they would like to watch, etc. Please limit TV time so there is time to hang out and talk. Please keep the volume to a minimum so others can sleep.
5. All visitors must be preapproved by community and staff at a Monday community meeting prior to visitation. Visitors are only allowed in common areas.
6. No damage to property.
7. You are expected to maintain good personal hygiene. You represent the house.
8. Treat others the way you would like to be treated at all times. Treat each other with respect and kindness.
9. Residents agree to pay program fees of \$900/month. Included in this program fee is housing. If qualified, housing assistance payments from any outside sources may be used. Clients are required to get a bank account when they start the program and pay their program fees each month to the resident manager.

10. Financial irresponsibility may result in termination of services. Growth in responsibility is necessary for successful recovery.
11. No alcohol, mind, mood, or body altering drugs are allowed. This includes alcohol content in hair, mouthwash, cold remedies, personal hygiene items, etc. Any prescription or “over the counter” medication must be cleared with Travis House staff prior to admission or use.
12. Client agrees to submit to random alcohol/drug screens whenever requested by Travis House staff. Refusal to provide sample is grounds for immediate discharge. Any detected alcohol/drug use will result in immediate discharge.
13. No emotional or physical pairing off, bullying, threats or intimidation is allowed.
14. No sexual contact or misconduct allowed among residents.
15. No violence, weapons, or pornographic material of any kind are allowed.
16. No smoking in any of the residences or office areas. There is a designated smoking area and that is the only outside area that smoking can take place. All cigarettes need to be put out completely and discarded.
17. Punctual attendance at all community meetings are mandatory.
18. Weekly attendance at a minimum of three faith-based recovery group meetings are required.
19. Weekly worship attendance is required at a church. **NO EXCEPTIONS**
20. The cleaning of the residence is a shared responsibility of all community members. Each morning beds are to be made. Bedrooms, bathroom, kitchen, and common areas must be clean and tidy at all times. Everyone must always pick up after themselves. No dirty

dishes allowed in sink. Dishes cleaned immediately after use or loaded in dishwasher. Chores must be done by weekly deadlines. A chore list is provided and deep cleaning is required on the weekend. Everyone must pitch in and do their fair share.

21. Residents are also required to maintain snow removal on sidewalks and driveway
22. Curfew is 10:00pm every night. You must be in the house at that time.
23. No lying, cheating, stealing, or breaking any laws while at the Travis House. Your goal is to develop your integrity in every way possible as part of your recovery growth.
24. No pets
25. Staff encourages all residents to only talk to people on their cell phones who are positive and supportive to their recovery. If there is a problem with this that affects the resident's recovery or other resident's recovery, there will be a discussion at a community meeting and decisions made.

I have read all of the rules and agree to follow the rules while at the Travis House.

**CLIENT SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_

**TRAVIS HOUSE STAFF** \_\_\_\_\_ **DATE** \_\_\_\_\_

# Orientation Guidelines

## **Financial Guidelines**

When you first come to the house, you will be charged \$900/month. If you have no money when you arrive, you will be charged your program fees and must pay this back when you get a job and you get paid. You will be given a \$70 food card once a week. You can have up to \$60 a week allowance as well. This will also be charged to your account and you will need to pay it back after you get a job and start getting paid. You cannot have any other money for anything until you start working and get paid. You can also join Lift Up food bank for access to more food.

You will be required to open a checking account and manage your own money. Once you start getting regular paychecks, settle up your account with us, and pay program fees in accordance to your paychecks. You will then buy your own food.

**LENDING OR BORROWING OF FUNDS BETWEEN CLIENTS AND/OR STAFF IS STRICTLY PROHIBITED.**

## **Resident manager**

Your resident manager has overall responsibility for your residence at all times and should be contacted whenever there is a problem that cannot be handled at the community level. After hours, you may call the Ex. Director or the Res. Director to report an emergency such as a medical or psychiatric emergency or a MAJOR RULES VIOLATION, such as relapse, threats, actual violence or curfew violation.

Your resident manager will make frequent house inspections to ensure that proper maintenance and cleanliness guidelines are followed. Travis House has a commitment to maintain safe drug/alcohol residences; therefore, searches of personal items may be made without notice. T.H. staff reserves the right to inspect all packages received by clients. Clients, however, are permitted to send and receive personal mail without search, unless otherwise specifically restricted.

### **Contact with others**

No contact with the opposite sex is allowed, other than brief, cordial greetings at meetings or other social circumstances. Members of the opposite sex are not allowed in the residence or in your car. Do not correspond with members of the opposite sex unless they are an approved family member, under a strictly controlled and monitored family recovery plan developed in conjunction with T.H.. Contact with "significant other" relationships must be preapproved by the community and staff. This will allow you to concentrate on your individual recovery issues and minimize emotional distractions. Family and/or significant others can attend church with resident as well as connect groups and/or faith-based recovery groups if they apply. Prior approval is necessary, and they must meet there, not ride together.

### **Travis House Image**

Proper dress is expected at ALL TIMES. This includes undergarments and no short shorts, etc. for community groups. Also, when outside your residence, full dress should be worn. When you come into contact with neighbors or other community members, there should be no discussion of your recovery status. Travis house clients should be cognizant of maintaining appropriate neighborhood relations and should help neighbors when situations present themselves. Keep noise to a minimum. Accept your share of household responsibilities; make your bed and clean your room daily. All restroom toiletry items should be maintained in your bedroom in an appropriate container and brought to restroom for daily use. This will help how you view yourself and as well as help us maintain good relationships with neighbors, landlords, etc.

### **Community Living Expectations**

1. Attend at least one faith- based recovery meeting a week as a community
2. Read at least one bible chapter a day, preferably more. We encourage daily devotions
3. Attend community meal together on Sunday which includes a life story, a testimony or something special.

### **Sickness**

If you are ill, inform your resident manager and employer as soon as possible. You must report to the resident manager any person you will be seeing medically or psychiatrically before the appointment and return the paperwork to T.H. promptly. This includes dentists, eye doctors, physicians, psychiatrists, psychologists, counselors, etc. T.H. must approve any prescribed or over the counter drug before it is taken.

**Personal Belongings**

Any valuables such as jewelry, pictures, etc., are the responsibility of the client. T.H. is not responsible or liable for them. Any belongings left in a Travis House residence after discharge will not be kept more than two weeks.

**I have read the orientation guidelines and agree to follow them.**

---

Client Signature

---

Date

---

Travis House staff signature

---

Date

# Client, Family, and Support Network Responsibilities

Addiction is a family disease and recovery is necessary for the family as well. One of the primary causes of relapse is emotional conflict centered in the family relationship. As such, Travis House's philosophy of TOTAL RECOVERY includes the family as well. Thus, it is necessary to carefully monitor and structure the client's return to the family unit. With this in mind, we ask that all clients, families, and support network members abide by the following requirements:

1. Please do not instigate any contact with the Travis House client without expressed approval and involvement of the Travis House staff.
2. Do not provide any funds directly to the client. T.H. maintains a personal spending account for each client and if a family member wishes to contribute to this account, they may do so by going through T.H. staff.
3. Provide us information- We must have accurate and complete information from clients and their families about conditions or complaints at the time of admissions. We need information about past problems, hospitalizations, medications and other areas regarding behavior, physical and mental conditions, current risks, and any changes in conditions during the participation period.
4. Asking questions- if you do not understand, please ask questions. Clients and families must ask questions when they don't understand the client's care or what they are expected to do.
5. Following instructions – T. H. has made every effort to design guidelines and curriculum to meet the specific needs and limitations of clients and their families. Families are encouraged to participate in their own program of recovery faith-based recovery groups, church, bible studies and other community resources. This family program of recovery is to address how the disease of addiction has affected them. Clients and their families must follow the participation and service plan provided by T.H. When appropriate, they should express any concerns about their ability to follow the plan. Requests by clients and support system members will be evaluated according to the recovery plan. If those requests are denied, clients and their families will be informed and advised about the potential consequences to not following the proposed plan.
6. Accepting consequences – Clients and families are responsible for the outcomes if they do not follow the care and service plan identified by T.H. staff.
7. Clients and their families MUST follow T.H.'s rules and regulations in order to continue program participation.
8. Clients and their families must be considerate Travis House's property, as well as other clients and their property.
9. Clients and their families should promptly meet any financial obligation agreed to with T.H.

**We thank you for your consideration of these guidelines. Effective recovery can happen when a complete team including clients, families support persons, a recovering fellowship, T.H. staff and programs work together.**

---

Client Signature

---

Date

---

Family member signature

---

Date







