



724 Drummond Dr.
Nashville, TN 37211
Phone: (931)-214-2558

RESIDENT ENTRY CHECKLIST

(To Be Completed by House Lead)

Resident Information

Resident Name: _____

Phone Number: _____ New / Returning: _____

Referral Source: MTMH MHCO NextDoor Buffalo Valley Freeman Other: _____

Housing Assignment

House: _____ Bed #: _____ Chore #: _____

Refrigerator/Freezer Space #: _____ Entrance Date: __ / __ / ____

Medical & Medication Information

Prescriptions? Yes No

If yes, list medication(s): _____

Any Controlled Substances? Yes No

If yes, list medication(s): _____

Required Intake Documents (Check off as completed)

Resident Information Sheet (resident completes, lead uploads to Intake chat & files)

Welcome to Brighter Paths- Mission & Core Values (resident keeps)

Policies & Procedures (resident keeps)

Commitments (2 pages; resident completes & lead files)

Resident Program Agreement (resident completes & lead files)

Proof of Residency (residents to keep)

Meeting Attendance Log (lead uploads to Meeting Attendance at house meetings)

Job Board Resources (for residents to keep; Lead to check weekly until employed)

Bus Pass(es)

House Tour: Codes & Passwords, Linens and Hygiene Products

Does resident have the following documentation? _____

Photo ID? Yes/No Insurance? Yes /No (copy uploaded) Social Security Card? Yes /No (copy uploaded)

Payment Status? _____

Pay on Entry? If yes, list Amount _____

Grant on Entry? If yes, list Source _____



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Resident Information Sheet

House: _____ Entrance Date: _____ Name: _____
 Phone: _____ Marital Status: _____ Ethnicity: _____
 Gender: _____ DOB: _____ Age: _____ SS #: _____
 DL/ID #: _____ DL/ID State: _____ DL/ID Exp Date: _____
 Emergency Contact (Name/Relationship/Address/Phone): _____

Do you receive SSI or Disability, Amount if yes? Yes No \$ _____

Health Insurance, list provider if yes? Yes No _____

Employed? Yes No

If Employed list: Employer Name _____ Phone # _____

Probation? Yes No PO Name: _____ PO# _____

Parole? Yes No PO Name: _____ PO# _____ TDOC #: _____

When/Where do you report? _____

Date of last drink/drug use: _____

Prior Treatment	Mental Health Diagnosis	Drugs used in the last 3 years	Prescription Meds Name/Dosage

****TO BE COMPLETED BY HOUSE LEAD AFTER DISCHARGE****

Discharge Date: _____ House Lead: _____ Final Balance: \$ _____

Notes: _____



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... A Brighter Future Starts Here

WHO WE ARE

Brighter Paths is a community built by people who have lived through addiction — and fought their way out. We understand the grip of substance use disorder because we've been there. Through the guidance of the 12-step program and the strength of the sober community, we reclaimed our lives.

This program exists because someone once opened a door for us. Now we open doors for others — providing real support, real accountability, and a real path forward for people ready to rebuild.

OUR PURPOSE

Our purpose is simple and uncompromising: to help people reclaim their lives. Brighter Paths provides a safe, structured, sober living environment where residents build the habits, skills, and confidence needed to move from survival to stability — and from stability to independence.

We don't just offer housing.

We offer structure.

We offer accountability.

We offer the tools to thrive in sobriety and re-enter society as capable, productive, and self-sufficient individuals.

WHO WE SERVE

We serve individuals impacted by substance use disorders, with a focus on those who are ready for change — including people who have:

- Recently completed inpatient rehabilitation
- Experienced homelessness or housing instability
- Faced mental health challenges
- Reentered the community after incarceration

Brighter Paths meets people where they are — and walks with them toward where they're capable of going.

BRIGHTER PATHS



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Mission:

Our mission is to offer more than a place to stay – we offer a turnkey beginning to a brand-new life. Every wall, every bed, every conversation is part of a promise: that recovery can be rebuilt from the ground up with dignity, purpose, and hope. We believe healing starts the moment someone feels safe enough to dream again—and we exist to make that moment possible.

Core Values:

STEADY — The Brighter Paths Standard

S — Safety; We create a physically and emotionally safe space where healing can begin.

T — Truth; Honesty with us and others is non-negotiable. Truth builds freedom.

E — Effort; We show up, even on hard days. Effort matters more than perfection.

A — Accountability; We own our choices and their impact. Growth requires responsibility.

D — Dignity; Every person deserves respect, regardless of their past.

Y — You Matter, Your story, your voice, and your future matter here.



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Policy & Procedures

We have adopted the following policies and procedures to promote an environment in which the welfare, safety, sobriety, and development of each resident is paramount.

Communication: Conflict may occur in shared living environments. Residents must communicate all concerns, issues, or safety matters to leadership to prevent escalation and protect the program and its residents.

Access: Common areas are for shared use only. Residents are not permitted in other residents' bedrooms. Visiting other program houses is allowed only when accompanied by leadership. Smoking is permitted outdoors in designated areas only.

Noise: All noise, including conversations and electronic devices, must be kept at a respectable level. Quiet hours are from 10:00 PM to 6:00 AM.

In-House Visitation: Visitation is limited to residents only, except for brief pick-ups or drop-offs. Non-residents are not permitted on the property. Loitering is not permitted on driveways. Discharged residents must schedule an appointment to retrieve belongings and may not return to the property without prior approval and supervision.

Laundry: Laundry facilities are available at each residence from 7:00 AM to 10:00 PM.

Sobriety & Safety: Residents are subject to random drug and alcohol testing and property searches. Prescription medications must be secured and managed by the House Lead. Participation in a 12-step program, including obtaining a sponsor, is required. Weapons are strictly prohibited.



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Program Fees: Program fees are due every Friday unless paid monthly and must be paid via CashApp, Venmo, Chime, or Western Union. A non-refundable deposit is required upon entry.

Accountability: All residents must follow a 10:00 PM curfew. A 30-day probationary period applies upon entry. After probation, residents may receive up to two (2) 24-hour passes per month. Residents must attend weekly house meetings, sign in and out, maintain clean living spaces, complete assigned chores, and manage personal hygiene and health needs.

Encouragement: Residents are expected to support one another and contribute to a sober, positive, and respectful recovery environment.

Services Provided: Upon entry, the program may assist with transportation, hygiene products, and necessities until residents are able to provide these independently.

Respect: Mutual respect is always required. Violence, abuse, or theft will result in immediate discharge. Residents must clean up after themselves and respect shared living spaces.

Employment: Residents are required to use daily pay opportunities through the temp agency until permanent employment is obtained.

Three-Strike Policy: Policy violations result in strikes. Three (3) strikes will result in discharge. Certain violations may result in immediate discharge without warning.



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Resident Commitments

Please initial each item to indicate your agreement:

___ I will remain sober from all drugs and alcohol (excluding prescribed medications). I will not enter the property under the influence or encourage others to use drugs or alcohol.

___ I agree to random drug/alcohol testing and room/property searches. Urine samples must be provided within one (1) hour of request. Refusal results in immediate discharge.

___ I will maintain a sober environment. Possession or use of drugs, alcohol, or alcohol-containing products (e.g., mouthwash, hand sanitizer, cooking wines) is prohibited.

___ All prescription medications must be reported to and turned into the House Lead. No exceptions.

___ I agree to pay a \$200 non-refundable deposit upon entry via CashApp, Venmo, Chime or Western Union. No cash, checks, or money orders.

___ I agree to pay program fees on time: \$250 weekly (Fridays by 10:00 PM) or \$650 monthly (disability rate; pre-approval required). Late payment results in discharge.

___ I understand I am subject to a 30-day probationary period, during which I may be discharged for any reason. During probation, I will follow a 9:00 PM curfew.

___ After probation, I may be eligible for two (2) 24-hour passes per month. No passes during probation. Leadership may deny passes.

___ I will follow a 10:00 PM curfew and remain inside until 6:00 AM unless approved for work with documentation.

___ I will attend three (3) approved 12-step meetings and one (1) weekly house meeting.

___ I will obtain a sponsor and actively participate in my recovery.

___ Sign-in/sign-out is mandatory each time I enter or leave the property.

___ Once employed and paid, I will provide my own personal items. Until then, the program will provide necessities.

___ Violence, including horseplay, is prohibited and results in immediate discharge.

___ Harassment of any kind (including slurs, threats, foul language, or aggression) is prohibited and results in immediate discharge.



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___ I will observe quiet hours from 10:00 PM to 7:00 AM.

___ I will follow in-house visitation rules: only residents and approved sponsors are allowed on the property.

___ Smoking is prohibited indoors. Smoking is allowed outdoors in designated areas only. Always use ashtrays.

___ I will make my bed daily and maintain proper personal hygiene.

___ I will follow residence-specific laundry rules and wash my own clothes, linens, and towels.

___ I will complete assigned chores and keep my personal and common areas clean and clutter-free.

___ I will respect others' privacy and personal space. Residents are not permitted in other residents' bedrooms.

___ I will only visit other program houses when accompanied by leadership.

___ Residents are required to use daily pay opportunities through the temp agency until permanent employment is obtained.

___ Stealing of any kind results in immediate discharge.

___ Weapons are prohibited on the property.

___ If I leave or am discharged, I will remove all personal belongings within 24–48 hours. Unclaimed items are forfeited.

___ I am responsible for my own medical and mental health needs.

___ I will support fellow residents and report concerns to leadership.

___ Discipline may include verbal warnings, written warnings, behavioral contracts, or immediate discharge, depending on severity.

___ I understand I am a resident, not a tenant, and may be discharged for repeated noncompliance, poor attitude, or rule violations.

___ I agree with the Three-Strike Policy: three strikes result in discharge; some violations result in immediate discharge.

I, _____, confirm that I have read, initialed, and agree to all commitments, rules, and policies as a resident of Brighter Paths.

Signature: _____ **Date:** _____



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RESIDENTIAL PROGRAM AGREEMENT

I, _____, agree to the following conditions of residency at **Brighter Paths**:

Financial Commitment: I agree to pay \$250 weekly. Residents receiving disability benefits may qualify for a \$650 monthly rate with approval.

Sobriety & Compliance: I will remain completely drug- and alcohol-free. I consent to random drug/alcohol testing and property searches at any time.

Payments: Accepted payment methods only: CashApp, Venmo, Chime, and Western Union.

Recovery Requirements: I will attend three (3) weekly 12-step meetings and one (1) house meeting. I will obtain and maintain a sponsor.

Conduct & Responsibility: Violence, threats, harassment, or intimidation are prohibited. I will respect residents, staff, and property. I am responsible for my personal belongings.

Curfew & Accountability: Curfew is 9:00 PM for the first 30 days and 10:00 PM thereafter. I will sign in and out each time I leave or return. I will complete all assigned chores.

Employment Requirement: I will utilize daily pay opportunities through the temp agency until permanent employment is obtained.

Pass Privileges: After 30 days, I may be eligible for up to two (2) 24-hour passes or one (1) weekend pass per month, subject to approval.

Zero-Tolerance Enforcement: Any rule violation or three (3) write-ups results in immediate termination. I will vacate the property within one (1) hour and may not return under any circumstances.

By signing below, I acknowledge and agree to these terms and accept full responsibility for my conduct.

Signature: _____

Date: _____



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Date: _____

This letter serves to verify that _____ is a current resident of our **transitional living recovery program**.

Program fees are **\$250 per week**. Residents who receive disability benefits may qualify for a **discounted monthly rate of \$650**.

This verification is provided for **address and residency confirmation** to assist the residents in obtaining identification documents and accessing necessary services. **Brighter Paths** provides structured recovery housing and supportive programming for men and women with disabilities recovering from substance use disorders.

Should you require additional information or verification, please contact us at **931-214-2558**.

Sincerely,

Jamie Anglin | Co-CEO
Samantha Hess | Co-CEO
Michael DeYoung | Director of Operations



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MEETING ATTENDANCE SHEET

NAME: _____

HOUSE: _____

Date	Time	Group Name	Leader/Chair Person	Key takeaway

WEEKLY RELECTION

What did you learn from your meeting(s) this week?

What is one goal you're committing to this week?

What is one thing you're grateful for today?



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JOB SEARCH RESOURCES

Resource	Type	#	Address	How to Start
PeopleReady	Daily	615-781-6111	402 Royal Pkwy, Nashville 37214	Apply online (website will direct to Jobstack app), go into office to finish (I-9 documents)
HireQuest	Daily	615-254-7444	535 Spence Lane, Nashville 37210	Apply online, go into office to finish (I-9 documents)
Automation Personnel Services	Staffing	615-361-8806	2510 Murfreesboro Pike #4, Nashville 37217	Apply online, go into office to finish (I-9 documents)
Southland Employment Services	Staffing	615-696-6200	2679 Murfreesboro Pike, Nashville 37217	Contact office for application process
All Star Personnel	Staffing	615-399-0009	2649 Lakevilla Drive, Nashville 37217	Contact office for application process
Surge Staffing	Staffing	615-823-3550	2643 Murfreesboro Pike, Nashville 37217	Apply at office in-person
Staff Zone	Staffing	615-242-9663	271 Hermitage Ave, Nashville 37210	Apply at office in-person 9am-2pm
LaborSmart / Epic Labor	Staffing	615-256-7734	571 Murfreesboro Pike, Nashville 37210	Apply at office in-person 6am
Randstad	Staffing	615-859-6425	53 Century Blvd #200, Nashville, 37214	Apply online, go into office to finish (I-9 documents)

GIG WORK APPS

Most Gig Workers are independent contractors. Download these apps for gig work process.

- Instawork
- Qwick
- Tend
- Indeed Flex
- Gigpro
- Gigsmart
- Veryable
- Swipejobs