

# Oxford House \_\_\_\_\_ Rules

## New Members

- New members are on probation for \_\_\_\_\_ from time of their move-in date.
- New members have three weeks to obtain employment, if unable they are required to do at least \_\_\_ hours community service until they do.
- Probation will consist of being home and guest gone by \_\_\_\_\_
- A requirement of \_\_\_ non-house meetings as defined below in non-house meetings.
- New members must read and sign house rules within \_\_\_ hours of the time they move in.
- New members have \_\_\_\_\_ to read and sign The Oxford House manual.
- All new members are required to pass a UA & BA prior to moving in.
- It should be understood that violation of probation may result in eviction at a regular or emergency house meeting. At the minimum, violation of probation is a \$\_\_\_\_\_ fine and an additional week of probation.

## Curfew & Sign out

- Regular house curfew is \_\_\_\_\_
- Members must be signed out before \_\_\_\_\_ curfew
- If a member is to be out past curfew they list their name on the sign- out sheet post.
- Please indicate if you will be out of the house or if you will be having a guest at the house.
- It is your responsibility to keep a current contact number (cell phone or other) on the sign out sheet and number of the location you will be.
- Courtesy dictates that members sign out if they plan to be out of the house past midnight.
- Members may call by midnight and have another member sign them out. No one other than that member can call and no one other than that member can sign that member out.
- Members may not sign out or have over night guest more than three nights a week (\_\_\_\_\_ thru \_\_\_\_\_) Members may not stay out or have over night guest more than two consecutive nights without prior approval from house.
- A member signing out for two or more consecutive nights must indicate date of return. Regular curfew is in effect on date of return.
- A member signing out for three or more consecutive nights must take a U.A. upon return.
- Violation of curfew or failure to sign out results in a \$40 fine, a week of probation, and a mandatory U.A. Repeat violation may result in eviction.
- If a guest stays overnight and the member does not sign-in the guest they will be given a \$\_\_\_\_\_ fine.

## Meetings

- Regular house meetings are mandatory
- Regular house meetings are held at \_\_\_\_\_ every \_\_\_\_\_ (\_\_\_\_\_+ if an interview is scheduled)
- The applicant is asked to be here at \_\_\_\_\_ to complete a application
- If there is a known vacancy all members should plan to be at the house meeting at \_\_\_\_\_ in case someone calls at the last minute.
- Only calls from interviewees or house members will be accepted during any house meeting.
- Violation of regular house meeting attendance results in a \$\_\_\_\_ fine.
- If you have a job or in the process of getting one, make sure your schedule works around the house meeting.
- Regular house meeting maybe cancelled from time to time as approved by house members at a regular or emergency house meeting.
- Phone calls and/or texting are not allowed during house meetings.
- All members are required to attend a minimum of \_\_\_\_ non-house meeting per week(\_\_\_\_\_ thru \_\_\_\_\_)
- Non-house meetings include: AA,NA,CA,CMA,CR,DRA, Outpatient, individual or group therapy, church, community groups, Oxford house related meetings, carrying the message, and step work with your sponsor.
- Violation of meeting attendance may result in a behavior contract
- Members are required to attend the next chapter meeting after they move in and at least one chapter every 90 days.
- New members are required to attend new member orientation at Friends of Recovery with in their first 90 days of moving in.
- Violation of chapter meeting attendance and new member orientation attendance may result in a behavior contract.

## Rent

- Rent is \$\_\_\_\_\_ per week (\_\_\_\_\_ thru \_\_\_\_\_) and is due by \_\_\_\_\_.
- Oxford House\_\_\_\_\_ rent is to be paid by MONEY ORDER ONLY
- Money orders must be stamped and placed in box before or on due date.
- Rent is always to be paid in advance. Multiple weeks may be paid in advance at the discretion of each member.
- Violation for rent paid late without prior approval from the house will result in a \$\_\_fine per day.
- Overdue rent not paid before rent is due again will result in an additional \$\_\_\_\_ fine and the member will be put on a financial contract requiring the member to pay subsequent rent on time plus \$50 towards the overdue rent. Violation of a financial contract may result in eviction.
- A negative balance of \$200 may result in eviction.

## Fines

- All fines are review and voted on at regular house meeting before they are imposed.
- If a member erases a fine from the board he will automatically be charged double the fine.
- Fines imposed are added to the rent due the next week (you only need one money order fines plus rent)

### **Chores**

- Members are assigned one or more chores to be completed each week.
- Chores are to be completed by \_\_\_\_\_ on the scheduled day
- Members must sign off their chore with their name (or initials) and time upon completion of chore on chore sign off sheet.
- A member will have 24 hours to correct a poorly completed chore as determined by the coordinator.
- Members may make arrangements with other members as desired or need to complete chore. The original member remains responsible for the completion of the chore.
- Violation of not completing a chore on the scheduled day results in a \$\_\_\_\_\_ fine and the chore must be completed.
- A second violation for not completing the same chore will result in a behavior contract plus fine.
- Violation for not signing off your completed chore will result in a \$\_\_\_ fine.
- If a chore is done after \_\_\_\_\_ but before midnight, it is considered late and will result in a \$\_\_\_ fine

### **U.A. and B.A.**

- Two members will be randomly selected at each regular house meeting for testing.
- From time to time, and at the recommendation of any member, an entire house U.A. / B.A. will be done.
- All members are subject to a U.A./ B.A. test at any time .
- The bath door must remain open during all U.A.
- Failure to comply with testing results in a failed test.
- Failed U.A. and /or B.A. will result in eviction.
- All new members are required to take and pass U.A. and B.A. prior to moving in.

### **Medication**

- Members may not take medication containing narcotics, benzos, or other controlled substances. Emergency medical issues will be discussed at house meeting.
- Medication not taken as prescribed is considered a relapse and will result in eviction.

- All medications are subject to count and check at any time.
- No over the counter medication that contains alcohol, ephedrine or pseudo ephedrine will be allowed.
- A prescription is required for all medication taken.
- All medication taken must be reported at a house meeting.
- Each member will complete “in case of emergency” medical information form.

### **Parking**

- Driveway parking by seniority in assigned parking spots.
- Street parking in front of house only

### **Other**

- Members must be either employed a minimum \_\_\_\_\_ hours weekly, be enrolled in \_\_\_\_\_ hours of school or do \_\_\_\_\_ hours of community service.
- No individual cable boxes in any bedroom.
- Leaving the house with any door unlocked will result in a \$\_\_\_\_ fine.
- Personal items, such as shoes, books, dishes, etc. must be put away within two hours after use. Violation will result in a \$\_\_\_\_ fine.
- No pornography is to be downloaded or view on the house computer. No music, games or program files are allowed to be downloaded on house computer. Violation results in a \$\_\_\_\_ fine.

I \_\_\_\_\_ have read and understand this copy of **House Rules** \_\_\_\_\_, and agree to their terms and conditions.

---

Member signature

Date

---

House President Signature

***Oxford House*** \_\_\_\_\_

My Plan for Recovery

Name: \_\_\_\_\_ Date: \_\_\_\_\_

My Plans for Follow up With a Counselor:

---

---

---

---

If enrolled in an Aftercare Program, my plans for After Care Attendance:

---

---

---

---

I do \_\_\_ do not \_\_\_ have a sponsor at this time.  
If you do not, how soon can you obtain a sponsor?

I plan to attend \_\_\_\_\_ AA/NA meetings per week (fill in number)

I am using \_\_\_\_\_ Book for my Daily Meditation

I understand that if I drink or use in or out of this House, I will be expelled immediately.

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

In Case Of Emergency

(I.C.E.)

Name\_\_\_\_\_

Date of Birth\_\_\_\_\_

Name and number of emergency contact  
\_\_\_\_\_

Name and number of your Doctor or Medical Provider  
\_\_\_\_\_

List all medications that you take (prescribed or other)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List any allergies you have

---

---

---

Please inform us of any pre-existing medical conditions

---

---

---

---

---

---

---

---

---

---

Signed\_\_\_\_\_ Date\_\_\_\_\_