

# MEN'S SOBER LIVING

A HOLISTIC PEER RECOVERY COMMUNITY



*"The opposite of addiction is connection."*



## Resort Style

- 3.75 acres
- 4 buildings
- over 4,000 sf of brand new common areas
- endless recovery opportunities

## Prime Location



Danvers, MA has a strong & vibrant recovery community.

## Peer Supported

We believe connections are the key to recovery. There are many great ways to build relationships with men on the same journey.



## Now Accepting Guests



Scan for info, questions & to tour the facility!

CONTACT US



(941)-545-4360



rhinfo@assistingrecovery.com



## CODE OF ETHICS

- We agree to keep the well-being of the recovering resident above everything ...
- We will treat all guests with RESPECT and expect the same in return
- We will abide by all Federal, State & Local laws and will provide a safe, healthy & clean living environment
- We will foster an atmosphere of connection thru family living with multiple places to congregate both indoors and throughout the property and surrounding acreage
- We will have a “BEST Neighbor” policy through community volunteering and hosting of inclusive Town events
- For the safety of the home, there will be a ZERO TOLERANCE for alcohol & other drugs
- We will empower a healthy environment of recovery via active stigma reduction and shame elimination
- We will promote full integration back into society and and life before addiction.

Owner \_\_\_\_\_ Manager \_\_\_\_\_



(941) 545-4360



18 Conant Street Danvers, MA



[rhinfo@assistingrecovery.org](mailto:rhinfo@assistingrecovery.org)



## MISSION STATEMENT/PHILOSOPHY

Our mission at Redemption House is to give our guests a safe and supportive environment in which to practice sober living while establishing a sober community of like minded individuals. Our goal is to help facilitate the structure and support needed on a daily basis by those managing their own recovery. We emphasize the importance of community and strongly encourage the development of connections with other residents while utilizing all the property has to offer. Improving existing relationships with friends and family is supported and volunteering locally is required. We will work tirelessly to help reduce shame and stigma of addiction thru unique opportunities provided throughout the campus setting. Participation in group activities such as agriculture, art, meditation, yoga, history, antiques, animal care and any other team building experience that the property can provide is always available. Our goal is to help rebuild our guests back to who they were prior to addiction.



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## RESIDENT RIGHTS

### POLICY

To Safeguard the rights of persons who are residents at REDEMPTION HOUSE

### BASIS

Each resident has certain rights and responsibilities to ensure the best experience possible

### PROCEDURE

Residents will be informed of their rights and responsibilities upon entry into REDEMPTION House and given a copy of the House Rules.

As a resident of REDEMPTION House you have the right to:

1. Be treated with dignity and respect
2. Participate actively in your recovery
3. Be given information regarding informed consent prior to the start of your stay
4. Be seen by a private physician with the understanding that all costs will be the responsibility of the resident
5. Receive information regarding cost
6. Be fully informed at the time of entry of the rights and responsibilities set forth herein and of all the rules and guidelines governing resident conduct
7. Initiate a complaint or grievance procedure and understand that you may begin the grievance procedure by contacting the House Manager or Managing Director
8. Request referral resources in the event of your dismissal from REDEMPTION House
9. Not be required to perform services at REDEMPTION House, which are not included in the usual expectations of all residents





## Application/Contract

### APPLICATION PROCESS:

1. Complete application and submit via email to [chuck@tbvme.com](mailto:chuck@tbvme.com)
2. Complete zoom or in person assessment with RH staff
3. Upon approval, arrange time & date of arrival with RH staff
4. Contact Chuck Madden (941) 545-4360 with any questions

Note: First & Last Weeks rent due upon arrival and is Non-refundable

Date of Application: \_\_\_\_\_ Referred by: \_\_\_\_\_

\_\_\_\_\_  
Last Name \_\_\_\_\_ First Name \_\_\_\_\_ M.I. \_\_\_\_\_

PHONE : \_\_\_\_\_ SOBRIETY DATE: \_\_\_\_\_

Drug of Choice: \_\_\_\_\_

Name of Insurance Company: \_\_\_\_\_ Member ID#: \_\_\_\_\_

Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Height: \_\_\_\_\_ Weight: \_\_\_\_\_ Hair: \_\_\_\_\_

License or State ID# \_\_\_\_\_

Marital Staus: \_\_\_\_\_ Children: \_\_\_\_\_

Car: Y N: Make: \_\_\_\_\_ Model: \_\_\_\_\_ License # \_\_\_\_\_

Emergency Contact: \_\_\_\_\_

Tel. #: \_\_\_\_\_ Relationship: \_\_\_\_\_



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Employer: \_\_\_\_\_

Tel: # \_\_\_\_\_

Which detox / treatment program / jail are you coming from? \_\_\_\_\_

Active Restraining Orders: Y N. If yes, which court? \_\_\_\_\_

Probation: Y N: Probation Officer Name: \_\_\_\_\_

Parole: Y N: Parole Officer Name: \_\_\_\_\_

Open Criminal Cases? Y N: If yes, explain: \_\_\_\_\_

Medications Prescribed? Names & Dosage: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you ever resided in sober living: Y. N.

Name, location & Approx Dates: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

List 3 Positive things about yourself  
improvement

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

List 3 things about yourself needing

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Why do you want to live at Redemption House? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Redemption House Application / Contract p.3

Upon 2 weeks notification of intent to leave, the “Last week’s rent”, paid upon entrance, will be applied to your last week of occupancy.

Rent is due Friday by 6pm to Redemption Staff or via Redemption Portal

I understand that my weekly rent will be: \$300 multi or \$350 single Plus \$50 /mnt electrical fee for mini fridge (if approved) (Please circle and initial) (New Rates Effective October 15, 2024)

I understand that If I am to leave Redemption House for any reason, I will have 7 days to pick up my personal belongings. After that time, anything left behind will become property of Redemption House and considered abandoned.

Where do you see yourself in:

6 month: \_\_\_\_\_

12 Months: \_\_\_\_\_

18 Months: \_\_\_\_\_

What do you hope to gain from residing at Redemption House:

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*WELCOME TO REDEMPTION HOUSE AND YOUR NEW  
WAY OF LIFE!*

I, \_\_\_\_\_, state that I have responded accurately & honestly to all of the information requested in this application. **I state that my intentions are to remain abstinent from alcohol & drugs of any kind.** I state I am responsible enough to manage my own medications & understand that Redemption House reserves the right to inspect prescription bottles for pill count & accuracy of administration and **to enter & inspect my room at any time.** I state once again that I have neither been charged, nor convicted of arson, or any sexual related crimes. I state that I will abide by all house rules & perform my daily chores as assigned. I state I will meet all probationary and/or parole requirements. I state that I understand my residence at Redemption House makes me a member of the surrounding communities and I will conduct myself in an orderly fashion; living within the laws of the City and Commonwealth as they are written. **I understand that Redemption House staff may contact my probation officer at any time to update and share information and notify if I fail a urine drug test, or am asked to leave.** Also, I understand I am **required to give two (2) weeks notice in writing to chuck@tbvme.com prior to moving out.**

I understand that Redemption House is my home and I have the same responsibilities that I would have as if I was living at home. This includes being respectful towards others, picking up after myself, paying my rent on time, and volunteering my time as designated by Redemption House team. Also, I will not take anything that does not belong to me, including food, clothing, or any other item. **REDEMPTION HOUSE is a ZERO TOLERANCE COMMUNITY. NO Alcohol/Drugs, or mind altering substances will be tolerated.** If I am to leave the house, I will have 7 days to pick up my belongings and will not allowed on site until a minumim of 180 days has passed and a conduct interview by Redemption House staff. Readmittance or participation on Redemption House property will be at the sole discretion of Redemption house staff and may be unilateraly withheld. After 7 days, I understand that any items left behind become property of Redemption House.

\_\_\_\_\_  
Signature of Resident  
Print Name: \_\_\_\_\_

\_\_\_\_\_  
Date

*FOR REDEMPTION HOUSE USE ONLY:*

\_\_\_\_\_  
Approved / Denied House Mgr. or Director  
If Denied, reason for denial: \_\_\_\_\_

\_\_\_\_\_  
Date



## Redemption House Rules

- **NO ILLEGAL DRUGS/ALCOHOL ~ MANDATORY UA TESTING (twice weekly TBD)**
- **Random UA and Breath Testing done at discretion of staff**
- **MANDATORY use of TBV Recovery App with 3 active Support contacts**
- **MANDATORY House Meeting (once weekly TBD)**
- **All approved meds to be monitored by staff**
- **MANDATORY "RH CONNECT" GROUP (after 30 days)**
- **11 PM CURFEW**
- **Personal Items left behind after discharge are considered abandoned after 7 days**
- **NO overnight Guests allowed ~ Guest are allowed in the common areas only**
- **Kitchen/Barn/Stable/Rec Room closed at 10pm & 11pm (weekdays/weekends) and otherwise closed at the discretion of Redemption House staff**
- **Volunteering/Community Service is strongly suggested by ALL residents including participation in "House group volunteer commitments" at least 2x's monthly (accommodations for work/school)**
- **Residents MUST attend a minimum of 4 "Recovery" meetings per week. If unemployed, daily Attendance at a meeting AND community service hour required**
- **Redemption House encourages a NOT ANONYMOUS position .. group volunteer outings suggest wearing Redemption House shirts (as provided)**



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- Each Resident is **REQUIRED** to join a Recovery Group and obtain sponsor/mentor/guide from said group. Group must be organized and advertised and meet weekly
- Each Resident will be responsible for **DAILY CHORES** as assigned and scheduled at House Meeting
- Each Resident must supply their own bedding, linens and pillow. (will be provided by redemption house on an as needed basis) Beds must be made daily and rooms kept neat and free of food and trash
- Each Resident must supply their own food and will be responsible for their own cooking and cleaning. Kitchen tools, cookware, plates etc provided by Redemption House.
- Probation/Parole will be notified upon positive drug test, and/or discharge from the house
- **NO GAMBLING, NO SCRATCH TICKETS**
- **VERY LIMITED Smoking permitted outside only in designated area**
- **NO OPEN FLAMES OF ANY KIND AND NO USE OF ANY FIREPLACE FOR ANY REASON**
- Residents will not lie, cheat, steal or fight nor tolerate those who do
- Admission interview by House Manager or Project Director
- Rooms, belongings, vehicles and individuals are subject to search at any time.
- Each Resident formally waives **ANY AND ALL** eviction proceedings if asked to leave for any reason ... (except as prohibited by MA State Law) ... and waives any right to refund or reimbursement
- No weapons, explosives or fireworks
- **NO FOOD** permitted in sleeping areas
- All residents **MUST** be home Sun-Thur 11pm-5am Fri-Sat Midnight-5am. After 30 days, residents can apply for overnight pass and/or hour modification

**I UNDERSTAND THE ABOVE RULES. ANY VIOLATION MAY RESULT IN IMMEDIATE DISCHARGE FROM REDEMPTION HOUSE.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## House Policies & Procedures

### New Client Check-In Policy:

All new clients will dry **ALL** clothes and bedding on high for a full cycle prior to admittance without exception.

All paperwork must be acknowledged as received on App Folio portal

Guests must pass 13 panel AU quick cup

Guests will be shown food storage area designated for them and assigned bedding and bed

Guests will be given keys or lock codes as applicable for access.

### Relapse Policy:

Redemption House has a **ZERO TOLERANCE** policy on alcohol & drug use.

In the event of relapse, guests should notify the house manager immediately along with Chuck Madden (941) 545-4360. The guest will be given 2 choices:

1. Help with transition to Detox or Treatment. Under this choice, the resident will work with staff to locate an acceptable bed within a reasonable period. (reasonable period will be determined on a case by case basis and is solely determined by staff). Under no condition will the relapsing guest be allowed to stay longer than necessary to facilitate safe transfer to alternate location.
2. If treatment is refused, the guest will be asked to leave immediately after having 1 hour to collect their belongings.
3. Any return to Redemption House after relapse and discharge will be handled on a case by case basis.
4. Any relapse resulting in abusive, threatening or violent action or any relapse requiring medical attention will result in Emergency Services being contacted and the matter turned over responding agencies.



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**Prescribed Medication Policy:**

We do not discriminate against MAT or MAR and no guest will be denied admittance or discharged based solely on their medications.

All guests are responsible for their own medications. Meds must be kept in secure location and taken ONLY AS DIRECTED.

All guests MUST disclose all meds to staff. Any meds found with a guest without prior notification to staff will result in immediate dismissal.

All meds subject to random counts to ensure safe storage and to deter diversion. Any med diversion will result in immediate dismissal

**Drug / Alcohol Testing Policy:**

All guests are required a UA twice weekly as directed by staff. This may be with house manager or Lab as determined solely by Redemption House. UA's will be Monday and Thursday 3pm-7pm. A missed UA is considered a positive screen. Any conflict with UA times must be pre approved with the house manager. Breath testing will be conducted randomly as determined by staff.

**Abandoned Personal Property Policy:**

All guests are required to remove their belongings immediately upon leaving Redemption House for any reason. Personal items left behind will be stored for up to 7 days after which the items will be considered abandoned and disposed of accordingly.

**Personal Property Policy:**

All guests are responsible for their own personal property. Redemption House assumes no responsibility for any items, property, money etc lost, stolen, damaged or otherwise impacted. Guests indemnify and hold harmless Redemption House, 180 Conant LLC for any theft or damage to personal property. This policy applies to vehicles and any other items that may be brought to or stored on the property or the houses.

**Search resulting in discovery of Prohibited Items:**

All guests agree to allow random search of personal area and belongings for prohibited items. Any prohibited item discovered will be immediately removed and held by the house manager. Redemption House reserves the right to dispose of prohibited items if not immediately removed from the premises by guest. Discovery of prohibited items may result in request to leave Redemption House



## House Manager Job Description

The Redemption House manager is responsible for general oversight of all house activities & guests and for fostering an environment of healthy sober living and recovery. Primary duties include full oversight during night operations.

### RESPONSIBILITIES:

- Assist in new client entrance orientation & admission inventory report
- Assign bedroom and food storage location
- Collect UA and administer random breath testing
- Complete client medication intake form and inventory meds
- Assign weekly house chores and ensure compliance
- Assist in weekly house meeting
- Assist in weekly community volunteer commitments
- Complete daily house "to do" journal
- Inventory and replace paper products and cleaning supplies

### QUALIFICATIONS:

- High school diploma or equivalent
- Two (2) letters of recommendation
- Sustained period of strong recovery as demonstrated by sponsor and homegroup participation
- Strong leadership and organizational skills
- Ability to manage people and take direction
- Must have a basic understanding of addiction, disease model, confidentiality & the sharing of lived experience as a path to recovery
- Strong working knowledge of community resources and ability to facilitate same to guests
- Valid Driver's License
- Basic understanding of MASH standards including completion of MASH Mentor / Manager training and other trainings as recommended
- Demonstrate an attitude of care, respect, empathy, patience & authenticity
- Execute the Mission & Purpose of Redemption House in all their affairs

Owner/Manager \_\_\_\_\_



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## EMERGENCY PROCEDURES & CONTACT INFO

IN CASE OF EMERGENCY PLEASE DIAL 911

REDEMPTION HOUSE PROPERTY ADDRESS  
180 CONANT STREET  
DANVERS MA 01923

**Danvers Police Main Number: (978) 774-1213**

**Danvers Fire Department: (978) 762-0247**

**Beverly Hospital (Emergency Room) (978) 922-3000**

85 Herrick St  
Beverly, MA

**Lahey Medical Center (Emergency Room) (978) 538-4000**

1 Essex Center Drive  
Peabody, MA

**Fire Extinguishers Located conspicuously throughout the main house, on each floor including attic, basement and outbuildings**

**Emergency Exits and evacuation routes maps are clearly posted throughout Redemption House**

**Narcan is located outside each bathroom (4) kitchens (3) and staircases (4) as well as above laundry machines (3) and in each barn at egress points**

**Operator Emergency Contact:**

**Chuck Madden (941) 545-4360**

**Jim Damico (617) 680-3464**



(941) 545-4360



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## FINANCIAL AGREEMENT / BENEFITS

### Redemption House Offers:

- Free Wi-Fi through multiple buildings and property
- Cable TV in common areas
- Honor system laundry in house (rates posted on machines, rates subject to change)
- All cleaning products and supplies included .... Toilet paper & Paper towel included
- Central AC in all living areas
- Access to gardening including tools
- Access to multiple acres of walking trails and meditation spaces
- Access to on site "outside programming" as decided by the staff & guests
- Adjacent to Town conservation lands with trails, recreation areas and hiking trails

### Rates: (Effective October 15, 2024)(All current guests grandfathered thru March 1, 2025)

Single:	\$350 / wk
Double – Double +:	\$300 / wk
Mini Fridge	\$50 / mnth (electric fee , appliance by guest)

### PAYMENT

#### **ALL RENT DUE BY 6:00 PM FRIDAY**

Rent can be by Check, Money Order, Cash or electronic payment via Redemption House guest portal via App Folio

Cash, Checks, Money Orders MUST be handed directly to House Manager with a receipt obtained

All rent is NON-REFUNDABLE

- Upon acceptance, First partial week (if applicable) + First Full week and last week rent due.
- Last weeks rent will be applied to final week of stay subject to 2 weeks written notice of departure
- No security deposit or application fee required

Guest Print & Sign \_\_\_\_\_ Owner/Manager Print & Sign \_\_\_\_\_



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18 Conant Street Danvers,



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## NONDISCRIMINATION POLICY

### POLICY

REDEMPTION HOUSE does not discriminate on the basis of race, religion, gender, national origin, ethnic origin, or qualified disability. REDEMPTION HOUSE reserves the right to deny admittance to any individual deemed not to be a potential positive contributor to the overall welfare of Redemption House guests.

### BASIS

Each resident has certain rights and responsibilities to ensure the best experience possible. Redemption House believes that all persons should have an opportunity to live in a safe & sober environment free from substances

### PROCEDURE

Residents will be informed of their rights and responsibilities upon entry into REDEMPTION House and given a copy of the House Rules. (Including House manager & staff)

At REDEMPTION House you have the right to:

1. Be treated with dignity and respect
2. Participate actively in your recovery
3. Be given information regarding informed consent prior to the start of your stay
4. Be seen by a private physician with the understanding that all costs will be the responsibility of the resident
5. Receive information regarding cost
6. Be fully informed at the time of entry of the rights and responsibilities set forth herein and of all the rules and guidelines governing resident conduct
7. Initiate a complaint or grievance procedure and understand that you may begin the grievance procedure by contacting the House Manager or Managing Director
8. Request referral resources in the event of your dismissal from REDEMPTION House
9. Not be required to perform services at REDEMPTION House, which are not included in the usual expectations of all residents



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## REDEMPTION HOUSE GRIEVANCE POLICY

Any resident may file a grievance at any time and for any reason including but not limited to issues related to repairs, unfair treatment by guests or staff and for any reason causing disruption in recovery.

We ask that all grievances first be addressed with the House Manager or, in the event the grievance is with said individual, then with either founders Chuck Madden (941) 545-4360 or Jim Damico (617) 680-3464. Please address house manager with all issues prior to contacting the founders.

Operational issues that may not yet rise to the level of a grievance may always be addressed at the weekly House Meeting. Additionally, residents are also welcomed to contact Massachusetts Alliance of Sober Housing (M.A.S.H.) via their website at [www.mashsoberhousing.org](http://www.mashsoberhousing.org). They can also be reached at (781) 472-2624.



# THE KELLY HOUSE

A Recovery Community for Adult Men

202 Main St.

Wakefield, MA 01880

[www.kellysoberhouse.com](http://www.kellysoberhouse.com)

02/11/24

To: Denise Menzdorf, Executive Director of M.A.S.H.

From: Richard Winant- Director of The Kelly House

Re: **Redemption House and Chuck Madden**

This letter is in support of Chuck Madden his sober house, Redemption House, opening in Danvers. I have known Chuck for a few years now and see him regularly at A.A. meetings in the area. Chuck reached out to me several months ago to talk about M.A.S.H. and the certification process. At the time, he was looking for the right property to become available. Chuck has been to my sober house and sat down with me to review my processes, paperwork, as well as talking about "Best Practices". I shared with him many examples where operators were not putting the interest of the residents first.

In my meetings with Chuck, I find him to be genuine and "All-in" on Recovery and helping people. I believe he has been in touch with the team at M.A.S.H. and is very much looking forward to working with M.A.S.H. in the future. He and I talked about the sober 101 training provided and he was excited about participating. I have the upmost confidence that his house will be model for other houses and an absolute positive addition as a member of M.A.S.H.

Respectfully,

Richard Winant

Owner/Director

The Kelly House

Certified Recovery Coach

President of M.A.S.H. 2014-2018

339 227-0147



## Confidentiality Policy

The following information is considered a resident's personal information and shall be secured in locked filing cabinet, desk, or office. Only authorized persons may have access to resident information and only for official business purposes.

This information includes paperwork signed upon admittance to the house, alcohol and drug test results, medication lists, health records and correspondence, financial information, and correspondence with probation, parole or DCF staff.

In the case of a medical emergency, we reserve the right to share a resident's health information and medication list with emergency responders when relevant.

## Financial Record Keeping Policy

All financial transactions involving residents, such as fees, charges, payments, and deposits, will be documented in some form of accounting system such as QuickBooks, Excel, similar software applications, paper ledger, etc.). **Payments made by third parties such as parents, scholarship entities, etc. will also be documented and the name of the payor will be noted.**

An accurate statement of all resident charges and payments may be requested by a resident and will be provided within one week of the date of request.

The operator shall make receipts available upon request for payments made electronically. For payments made by cash/check/money orders the operator will provide a dated receipt for all payments specifying the days covered at time of transaction.

*AW*  
3/7/24

## **Infectious/Contagious Disease Policy**

We are committed to maintaining, to the extent reasonably possible, a safe environment. The purpose of this policy is to prevent infection through proper Blood borne pathogens (BBP) procedures and help prevent the spread of contagious viruses and diseases through measures that focus on safety, prevention, and education. We will follow the directions of the local health department to prevent the spread of a virus or infection and to protect everyone's health. This policy is not intended to cover common illnesses, such as colds, or upper respiratory infections.

### **Protocol for Contagious Disease or Virus**

Persons who know or have reason to believe they are infected with a contagious virus or disease must notify house leadership immediately. They also should contact their healthcare provider and follow the directions of their healthcare provider. Depending on the nature of the virus or disease, we may isolate a resident/s and ask them to use one specific bathroom and sanitize it after use with house supplied cleaning products recommended by the Centers for Disease Control (CDC). We ask the resident to isolate as much as possible for the recommended amount of time and not spend time in the common areas. Certain times will be set for the use of the kitchen (sanitizing the kitchen area after will be required). The resident may be required to wear a mask when outside of their bedroom. Other residents will be notified of the risk so they can take reasonable steps to stay safe and healthy. These requirements will remain in effect until the residents have completed their medical protocol and are believed to no longer be capable of spreading the virus or disease.

All residents are required to continue housecleaning/sanitizing and follow reasonable safety precautions to keep everyone safe. Personal Protection Equipment (PPE) may be provided and if necessary. We reserve the right to limit access to our home to any third parties (visitors, guests, contractors, etc.) for such a time as is necessary.

### **Blood Borne Pathogens**

We are committed to following proper procedures to ensure the safety of residents and people supporting the sober home. BBP include the following: Human Immunodeficiency Virus (HIV), the Hepatitis B Virus (HBV), and the Hepatitis C Virus (HCV). All these viruses can be transmitted from one infected person to another through blood and other bodily fluids entering through broken skin or mucous membranes (including mouth, nose, and eyes). **If you feel you were exposed to a BBP please notify the house leadership.**

Treat all blood and other bodily fluids such as vomit as being potentially infected with BBP. The five basic steps for cleaning up blood spills/bodily fluids are:

1. Prevent the BBP from direct contact. At a minimum gloves and mask should be worn.
2. Contain and remove the spill. Example: use tongs whenever possible.
3. After soaking up most of the blood/fluid in a cloth, disinfect the area thoroughly.
4. All the disposable things that have been used in the cleaning process must be packed in a bag and labeled to prevent anyone from encountering it.
5. Apply generous amounts of sanitizers in the spill area. Ensure that the room is well-ventilated and let the sanitizer sit in the area for a considerable period.

Wounds that have been in contact with blood or body fluids should be washed with soap and water; mucous membranes should be flushed with water. Do not apply bleach or other chemicals to the skin or any other body part. Please refer to CDC for more information.  
<https://www.cdc.gov/niosh/topics/bbp/default.html>

*JAM*  
3/7/24

## Neighbor Communication Policy

All residents will be provided the appropriate contact information and be oriented to our Good Neighbor Policy to prevent or minimize conflicts with our neighbors.

If a neighbor communicates with any resident with a question or problem concerning the house, or requests the contact information of the operator, the resident will provide the neighbor with the contact information. The resident will immediately notify the operator of the nature of the conversation.

## Resident Work Policy

We are committed to maintaining a safe and comfortable environment for all. The purpose of this policy is to provide guidelines concerning residents who perform paid work for the sober home operator or manager, either on the premises or outside of the house.

Any work arrangement will be subject to the following principles:

- Paid work arrangements are completely voluntary.
- Residents do not suffer any consequences from declining work.
- Residents who accept paid work are not treated more favorably than residents who do not.
- All qualified residents are given equal opportunity for available work.
- Paid work for the operator or house mentor will not interfere with the residents' progress towards their recovery goals.
- Paid work is treated the same as any other employment situation.
- Wages are commensurate with marketplace value and at least minimum wage.
- The arrangements are viewed by most of the residents as fair.
- Paid work does not confer special privileges on residents doing the work.
- Work relationships do not negatively affect the recovery environment or morale of the home.
- Unsatisfactory work relationships are terminated without recrimination that can impair recovery.

CAJW  
3/7/24

## Resident Participation Policy

As part of our resident's recovery process, we strive to involve residents in governance of the house. To reach this goal/standard resident will create some rules/procedures and guidelines in consultation with the operator. Residents, not staff, will implement and enforce resident created rules/procedures. For example, house chores.

## Safety Policy

To ensure our property is maintained in a safe manner we will install and maintain:

1. Functional smoke detectors in all bedroom areas and elsewhere required by local code.
2. Functional carbon monoxide detectors on all floors and elsewhere required by code.
3. Functional fire extinguishers in every kitchen in a clearly marked location.

We will verify that all detectors are present and are in good order monthly and will replace batteries at least once per year.

All smoke detectors will be replaced at least once every ten years.

Fire and other emergency evacuation drills take place regularly and are documented.

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I attest that I have read, understand, and will implement these additional MASH standards listed in this document. I am aware the home certification inspection will include verifying that these policies have been implemented.

Sober Home Operator

Charles F. Madden Jr  
Proctor Farm Redemption LLC

Sober Home Address

180 CONANT ST DANVER MA

Signature of Sober Home Operator



Date

7 MAR 2024