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## **RPM Program Manual**

### **MISSION STATEMENT**

The Transitional Housing program seeks to help men and women find balance in their lives by creating a safe environment, providing practical resources, and limiting negative distractions that keep men from creating a foundation that will encourage living a productive and balanced life.

The recommended stay is six to twelve months, depending on the individuals needs.

Requirements for the program include finding employment within two weeks of entering the house, assisting with house duties and chores, participation in a support recovery group, weekly studies, and a private bible based discipleship, and weekly church services.

RPM believes that the most important steps men take in making some positive changes in their lives is to acknowledge their inability to overcome destructive habits on their own, to believe that Jesus Christ died for them so that they can have a personal relationship with Him, to receive forgiveness for all their mistakes, and to know that the Holy Spirit of God will help them be who they were created to be.

We help men understand that taking full responsibility for past choices will help in making better future decisions. We help men see the value of being open and truthful about their struggles, pains and weaknesses, as well as their gifts and talents.

Change from a lifetime of bad habits and negative selfish thinking is often slow. The program staff and volunteers work one day at a time to be a beacon of hope for men who are ready for change. We believe that when someone puts their faith in Jesus Christ that their hearts are changed forever and that the process of renewing their mind begins.

The mission seeks to minister to the whole person and teaches men that making God real in every situation is not a religious act but a natural outflow of a living relationship with their creator Jesus Christ.

#### **I. PROGRAM DYNAMICS**

The RPM housing program is tailored for those who recognize they have a life-controlling problem and need assistance in a structured environment that is firmly rooted in Christian principles.

The RPM program is a six to twelve-month program focusing on spiritual growth, work ethics, educational achievements and a structured Celebrate Recovery, Christ centered, twelve-step program.

During the program, residents will be assisted in their recovery through four program dynamics:

### **1. Spiritual Dynamic**

*“Come to Me, all who are heavy-laden, and I will give you rest. Take My yoke upon you, and learn from Me, for I am gentle and humble in heart; and you shall find rest for your souls.” Matthew 11:28-29*

Our desire is that all who come to the RPM transitional housing develop a personal relationship with the Lord Jesus Christ, and develop a life-long wholeness and esteem for our Savior.

People lacking the fear of God find their life in a cycle of serving selfish desires, making wrong choices and not having peace of mind and heart. We introduce the concepts of Christian living, and personal responsibility. The Christian life is not abstract theology unconnected with life, but has practical implications that will affect how we choose to behave each day. It is not enough to merely know the Gospel, we must let it transform our lives and let God impact every aspect of our lives.

A personal relationship with the Lord can only be properly nurtured and fully developed within and among a local body of believers. No one is called to be a lone Christian. Church life (living corporately on a daily basis) is essential to growth.

Residents are required to attend Sunday church services, Monday night process group and Thursday evening bible study. While enrolled, residents will be exposed to sound Biblical lifestyle principles and healthy relationships. Residents are encouraged to practice daily morning devotions.

### **2. Work Dynamic**

*“And whatever you do, do it heartily, as to the Lord and not to men, knowing that from the Lord you will receive the reward of the inheritance; for you serve the Lord Jesus Christ.” Colossians 3:23-24*

The primary purpose of the work program at RPM is to teach our residents skills, direction, self worth, interpersonal relations and conflict resolution. There are many opportunities for residents to learn skills that will promote a better quality of life. Establishing and maintaining a consistent work ethic is a vital part of the recovery process.

### **3. Educational Dynamic**

*“My people are destroyed from the lack of knowledge.” Hosea 4:6*

The need to educate residents in recovery is important. As Christians we must be prepared when the adversary comes our way. Through Bible education residents will come to the knowledge of understanding.. Residents are required to attend various Bible classes/programs.

#### **4. Drug and Alcohol Therapy Group/Process group**

*“Whatsoever things are true honest, just, pure, lovely, of good report, if there be any virtue, if there be any praise, think on these things.” Philippians 4:8*

Weekly attendance to this recovery group is mandatory. Group interaction, solid concepts, and personal testimonies are part of the group dynamics. A trained facilitator will lead most of the groups.

#### **5. Chemical Dependency Counseling**

*“Take my yoke upon you and learn from me.” Matthew 11:29*

RPM has referrals for licensed drug and alcohol counseling available for those who are in need or have legal requirements mandated by courts or probation.

## **II. PROCEDURE FOR ENTRY**

*“Come to Me all that are heavy burdened, and I will give you rest.” Matthew 11:28*

- *The RPM transitional housing program is a voluntary one. Applications will be accepted only from people who are committed to a life change.*
- *Applicants must be physically able and mentally stable to participate in all work and living situations.*
- *In the event of bed unavailability, applicants should contact our office every week or two to determine program availability.*
- *No person will be admitted to the program that is currently taking psychotropic medications.*
- *Applications from sexual and violent offenders will not be accepted.*

### **The Admission Process is as follows**

- 1) Contact the ministry office to obtain a copy of the program manual and application for entry into one of the houses.
- 2) Read the entire handbook and complete the entrance questionnaire.
- 3) Mail, hand carry or fax your entrance questionnaires back to the program. If accepted into the program you must bring with you the handbook with the agreement page on the day of your arrival. The intake coordinator will review the handbook and agreement page with you. The Handbook is for you to keep the entire length of your stay.

- 4) Call the Admissions office at 660-221-0782 the next day after 9:00 am to do a phone interview with the intake coordinator and/or program director.

### **Program Fees**

To enable the RPM to continue to provide this program and accommodations to people seeking help, a program fee will be required from each resident. Residents are given 2 weeks to find employment. The RPM housing program will assist you in finding work but it is your responsibility to continue to apply for jobs until work is found. A job search log must be filled out daily until work is found. We do have work resource helps and relationships with several merchants in the area. In the five years of our existence our clients have always found work. **Once you find employment or the beginning of the third week whichever comes first**, resident is required to pay a program fee of \$125.00 per week. The program fee helps cover the costs of accommodations, food, laundry, phone, television, utilities, access to approved social services, auto expenses, personal storage of goods (limited) and local transportation to church, treatment centers and social services (for further clarification see: **transportation**).

All residents will fully cooperate with RPM to obtain state funding, which may include setting appointments with Pathways for assessments and counseling.

Residents are responsible for the purchase of toiletries, personal items, and clothing.

### **ID Fees**

If applicants arrive at the RPM and does not have the proper picture identification and Social Security card needed for employment, RPM will have to charge a fee to secure these ID's.

The cost to get a state birth certificate and state ID will be the price that is applicable at this time.

### **Transportation**

**Most** of the transportation provided **is** included in the cost of the program. Transportation can be provided to and from work, probation and parole, doctors, dentists counseling services, social services. Court hearings and other approved locations and activities, are at a cost of 0.52 cents per mile. **It is your responsibility** to notify House Driver at least **24 hours in advance** of any changes in your work schedule, or of any appointment times. There is a transportation board that you will be able to list your transportation needs. Please confirm your transportation needs verbally as well to your house manager or program director.

#### IV. PROCEDURES FOR DISMISSAL AND CHECKOUT

*“These six things the Lord hates, indeed, seven are an abomination to Him: a proud look (the spirit that makes one overestimate himself and underestimate others), a lying tongue, and hands that shed innocent blood, a heart that manufactures wicked thoughts and plans, feet that are swift in running to evil, a false witness who breathes out lies (even under oath), and he that sows discord among the brethren.”*

*Proverbs 6:16-19*

##### **Dismissals / Re-Entry**

- 1) Court appointed residents may be dismissed from or choose themselves to leave the program. The sentencing court and probation/parole will be notified.
- 2) Dismissed residents will not be reconsidered for re-admittance to the program for a period of sixty days. The person re-applying must show signs of a genuine willingness to change and to comply with the program regulations.
- 3) Any returning resident will start the program over from the beginning.
- 4) All residents leaving the RPM housing program either through graduation, dismissal, or a voluntary decision must go through a final interview and complete all checkout procedures with approved RPM staff.
- 5) All outstanding obligations such as, but not limited to, program fees, loans, property damage, and other expenses must be paid at the time of dismissal.
- 6) Rooms are to be left in good, clean condition. Only personal items are to be removed. All ministry supplied equipment, furniture, décor, bedding, etc. are not to be removed.
- 7) RPM is not responsible for any personal property left by the resident after their discharge from the RPM. Property that is left behind by a discharged resident becomes property of the RPM if not picked-up within 24 hours after leaving the program unless special arrangements are made in writing by the program director only.
- 8) If you are dismissed for drug and alcohol related issues in order to be reconsidered for reentry into the program you must first go to and complete a 21-day RPM approved program.
- 9) If you are asked to leave the program for any reason and you are on probation and parole you may be given 24-hours to find other accommodations.
- 10) If you are asked to leave the program for violence or stealing we will press charges.

- 11) If you are asked to leave the program for any reason, funds you may have paid in advance will not be returned to you. {I.e. rent deposit, handbook deposit}

### **Relapses**

RPM is a zero tolerance program!!!

### **V. POLICIES AND PROCEDURES BEDROOMS**

- 1) The RPM provides all bed linens. Beds require a fitted sheet, flat sheet, and a pillow with pillowcase. Blankets are to be made up under the comforter.
- 2) Space and storage in bedrooms are limited. Only essential items for personal needs and comfort are allowed.
- 3) The RPM tries to maintain an environment with a theme of uniformity in furniture and décor. Therefore, the resident may not bring any decoration or furniture without the approval of the RPM staff. This includes, but is not limited to, fans, lamps, glass picture frames, etc.
- 4) Clothes (including coats) are to be hung up or neatly folded in the drawers or on the shelves.
- 5) All soiled laundry is to be kept in the appropriate containers.
- 6) Any item(s) that are not appropriately put away is at risk of being confiscated or thrown away.
- 7) All drinks must have lids or caps.
- 8) No food or drinks will be placed on any room furniture without a coaster.
- 9) All snacks must be kept in plastic drawers.
- 10) Residents are expected to turn off all lights and fans when leaving the rooms.
- 11) RPM reserves the right to conduct a search, or have a search carried out of any room or of any resident's personal belongings if a search is deemed necessary.

### **House Living Policies**

- 1) Residents of the RPM are to respect all staff and volunteers.
- 2) Residents will be considerate and respectful to RPM residents at all times.

- 3) Use the Chain of Command to handle issues.
- 4) Residents may enter another resident's room only with the permission given by staff and both residents assigned to that particular room.
- 5) Residents are not allowed to enter RPM with soiled shoes and/or boots. Residents are required to enter their home through the doors at all times. Boots and shoes worn at work **MUST** be taken off at the door before entering their home. Non-compliance will result in disciplinary action.
- 6) Upon returning from trips, visits, and outings all packages may be inspected.
- 7) Residents may not leave the boundaries of their homes after returning from work without signing out.
- 8) Daily all residents must sign-out and in when leaving RPM with the exception of work.
- 9) No leaving the houses after lights-out without written permission to do so by the house manager or director.
- 10) Personal televisions and computers are prohibited.
- 11) Upon entry to RPM, all baggage, luggage, bags, containers etc. are to be surrendered to the RPM staff for inspection.
- 12) RPM reserves the right to inspect all items coming into the RPM facilities at any time.
- 13) No personal pets are allowed.
- 14) **TESTING** Residents will submit themselves to random drug and alcohol tests at the discretion of the RPM staff.
- 15) **VISITORS** are not allowed access to the RPM facility without expressed permission by the house manager or director.
- 16) **SMOKING** is permitted in the designated smoking area outside the houses only.
- 17) **CHORES** will be assigned a daily chore to help keep the house clean and to cook daily meals. There are 8 men per house so you may be required to cook an evening meal once a week. If you refuse to do your pre-assigned task you will be asked to leave the program.

**Daily Chores:**

- Bedrooms will be kept neat and orderly.
- Beds must be made before leaving for work and kept neat.

- Clothes must be hung up or neatly folded and placed in drawers
- You must clean up after yourself in the kitchen and in the bathroom. This is extremely important and subject to extreme discipline including asking you to leave the program if you do not clean up after yourself.
- If you smoke you must dispose of your butts properly.
- If you chew tobacco you may not spit in a canister.

18) **TELEPHONE:** All residents have limited phone privileges. There is no long distance available without a prepaid phone card. All messages will be written on the phone message pad.

19) **INSPECTIONS:** The House Manager may inspect your private quarters or vehicle any time there is a suspicion of alcohol/drug use of any kind. If you are suspected; the house Director or Manager reserve the right to ask you to take an alcohol/drug U/A test. This will be a cost of (\$20:00) to you. If you refuse, you will be asked to leave the House. There is Zero Tolerance in this program for any substance abuse!!

20) **FOOD:** 3 meals a day are provided. Though breakfast and lunch food is provided it is up to you to cook it. Dinner is a designated chore by one of your house residents. You can also buy whatever food you want. You can store certain foods in your room provided they are in a proper container. We are not responsible for your personal food supplies. We have an open kitchen policy.

21) **TELEVISION:** is a privilege. Please have respect for others in the house. See house manager regarding the TV policies.

22) **LAUNDRY:**

- Weekly personal laundry machines are provided for residents.
- Bed sheets must be washed weekly
- Comforters must be washed every other week.
- Laundry is provided for resident's clothes only.
- If there is a problem with the laundry equipment please notify staff
- Residents are required to do their own laundry
- Residents are responsible to remove all personal items from clothing.
- The rpm is not responsible for lost or stolen personal property left in clothes.
- The RPM is not responsible for any lost or damaged clothing.
- Residents are required to notify staff if the laundry supplies are low.

## **CONFLICT MANAGEMENT**

### **Between residents**

If a conflict or a disagreement occurs between two residents, either resident should try and work the matter out first, on their own. If a resolution is not found either resident should call a meeting with the house manager. The house manager will speak to each

person separately or if all parties agree he or she can meet with the parties together. Remember that house meetings are a good place to try and work conflicts out. Please do not bring up personal issues that you have with another resident at the RPM scheduled meetings on Monday or Thursday nights.

### **Between Residents and Staff**

If a conflict between resident and a staff member occurs the resident must fill out a grievance form located in each house. If for some reason a form is not available you may request one. Once the form is filled out you must turn it in to anyone of the house managers or director. A meeting will be set-up with a 24hr period. Remember that house meetings are a good place to try and work conflicts out. Please do not bring up personal issues that you have with another resident at the RPM scheduled meetings on Monday or Thursday nights.

### **Church Policies**

- 1) All RPM residents are to attend Sunday church services at an approved church unless attending church with a sponsor.
- 2) All residents are to present themselves ready for transport at 9:10 am.
- 3) Services begin with bible study at 9:30 am Church service ends about 12:30 am there will be a short break between the bible study and church service, smoking and bathroom breaks can be taken at that time.
- 4) All RPM residents are to dress appropriately.
- 5) All residents are to be at their seat five minutes before start of services.
- 6) All residents are to remain in their seats during services.
- 7) All bathroom visits are to take place prior to the beginning of the services. Exceptions are for emergencies.
- 8) All residents are to maintain proper decorum during services. (E.g. personal conversations during services prohibited, sleeping prohibited, maintain proper posture. no slouching, refrain from placing feet on chairs, etc.).
- 9) All residents are to keep their focus on the service. Making eye contact or other types of attention getting gestures to other RPM Residents is prohibited.

### **Conduct**

*“Let every person be in subjection to the governing authorities. For there is no authority except from God, and those, which exist, are established by God. Therefore he who resists authority has opposed the ordinance of God;*

*and they who have opposed will receive condemnation upon themselves.”*  
*Romans 13:1-2*

- 1) Use of illegal tobacco products, alcohol consumption, drug use, or sexual activity of any nature is not allowed.
- 2) Fighting, personal altercations, or any other such type of physical contact is strictly prohibited. Anyone who engages in such action will be given disciplinary action up to and including immediate expulsion from the RPM program.

### **Devotions / Quiet Times**

*“How can a young man keep his way pure? By keeping it according to Thy Word.”*  
*Psalm 119:9 “Thy Word have I treasured in my heart, that I may not sin against Thee.”*  
*Psalm 119:11 “Thy Word is a lamp to my feet, and a light unto my path.” Psalm 119:105*  
*“The unfolding of Thy words gives light; it gives understanding to the simple.” Psalm 119:130*

RPM believes that Jesus is the answer. The greatest exercise of hope for all is to read and apply God’s Word. Our source of strength is found in the pages of the Bible. By developing practical study habits of the Word we gain nourishment. The Water of the Holy Spirit quenches our thirst for restoration. Through prayer we seek God’s restoration.

### **Financial**

- 1) Residents are expected to be financially responsible.
- 2) Residents are expected to sit with RPM financial officer to create a working budget that includes but is not limited to financial goals, balance sheets, and any outstanding financial obligations (e.g.: legal, child support, debt collections, etc.).
- 3) Residents will be required to open a client account through the RPM only while enrolled at the RPM. You will have full accountability as to the status of your account.
- 4) For the first six months checking accounts, credit cards, and ATM cards are not permitted unless it is employer sponsored.
- 5) Residents will access to funds for personal use as long as current obligations are being met.
- 6) Residents are expected to take care of all their financial obligations such as court cost, fines, and personal bills using money orders.
- 7) Residents are to address all money orders to the Payee in the presence of RPM staff.

- 8) Weekly cash allowance will be determined by resident's budget. Any amount requested above that amount is to be approved by budget coordinator

### **Mail**

- 1) Residents are responsible for all envelopes and postage for personal mail. RPM can help resident's mail packages through the post office.
- 2) All incoming mail goes through the RPM staff office and is distributed by RPM staff.
- 3) Outgoing mail must be sealed and placed in the designated mailbox.
- 4) RPM reserves the right to open and inspect all mail and packages in the presence of the resident.
- 5) Any incoming mail that contains contraband will be confiscated and destroyed. And may, be asked to leave the program.
- 6) Any out going mail that contains contraband will not be mailed and the resident will be subject to disciplinary action and may be asked to leave the program.
- 7) All incoming mail should be addressed as shown:

#### **If you are in RPM/LH 3**

Resident's Name  
1400 W. Main  
Jefferson City, MO 65109

#### **If you are in RPM/LH 4**

Resident's Name  
22406 Hitaffer Rd,  
Lamont, MO 65337

### **Medical / Dental Care**

- 1) Payment for medical/dental care is the responsibility of the resident.
- 2) Residents may be required to make payment at the time of service for first time visits.
- 3) Residents requiring medical or dental appointments must fill out an appointment request form and submit it to an RPM staff member who will schedule them an appointment. RPM has a list of medical/dental facilities we use within our surrounding area.
- 4) All appointments will be scheduled on the resident's day off unless it is an emergency.

- 5) Residents are responsible for informing the work place manager/supervisor of medical/dental appointment information.
- 6) All on the job injuries must be reported immediately to your employer, also to RPM staff.

### **Medicine**

- 1) RPM does not allow any type of behavior modification drugs.
- 2) Residents are required to present ALL medications for inspection they have upon arrival or any medication prescribed to them during any doctor/hospital visit.
- 3) No products containing alcohol will be allowed (i.e. mouthwash, aftershave, etc.)

### **Music and Movie Policy**

- 1) In order to establish an environment that will lead to successful recovery for all residents, we encourage to watch and listen to music and movies of godly principles. We believe that we should apply godly principles to all aspects of our life, including what we listen to and what we watch.
- 2) Residents must use headphones when listening to music.

### **Phone Calls**

- 1) Using the phone at the RPM is a privilege and should be treated as such. Residents on disciplinary action may/will lose their phone privileges.
- 2) Cell phones are permitted by any resident only with permission of the budget director.
- 3) Residents are not to use any RPM staff phone or work phone. Any exception to this will be for work purposes only and the resident must have permission from RPM staff or their immediate supervisor.
- 4) Long distance Phone calls are limited to phone cards only.
- 5) RPM staff has the right to monitor any phone call. Phones conversations that become argumentative, disrespectful, manipulative or complaining will be terminated.
- 6) Abuse of phone privileges will result in disciplinary action.

**7) Phone calls will not be made or accepted after curfew.**

**Personal Hygiene**

- 1) All residents must practice and maintain good hygiene at all times (shower, brush teeth, shave, deodorize, and clean up after themselves).
- 2) Jewelry, except for rings, watches and necklaces (that are approved by administration) will not be allowed.
- 3) While attending RPM, body piercing (no metal), tattooing, and other body marking is not allowed.

**Work Policies**

*“Let him who steals steal no longer; but rather let him labor, performing with his own hands what is good, in order that he may have something to share with him who has need.” Ephesians 4:28*

- 1) Residents will be transported to their job site and are expected to be ready for work at least 15 minutes prior to transport.
- 2) Residents are to follow the directions of leaders in the areas they work.
- 3) Residents are to establish and practice good work ethics. Leaders in the work place will aid the residents in this area.
- 4) Conflicts with others at work are to be handled by the work manager/supervisor. Residents are to report all conflicts immediately. (See Conflict Management section.)
- 5) Residents are responsible to inform the work place of any absences/ time off/ illnesses.
- 6) Residents who become sick and leave the job must inform staff upon their arrival to the center.
- 7) Any resident who miss three consecutive days of work must see a doctor.

**VI. PASSES/VISITATION/LEAVE POLICIES**

- In order to preserve and maintain a healthy and productive visit/pass, all visits/passes are evaluated and will be approved or disapproved according to the residents. Attitude, behavior, maturity, progress in the program and the destination where they are requesting to go.
- Passes/visits will be granted for either off property. Initial visits are restricted to immediate family members.

- Friends may be pre-approved for later visits if their influence on the resident should prove to be of a good benefit. RPM does not want to risk bringing in worldly attitudes, behavior or contraband.
- Therefore, if the visitor, family or friend does not agree with the RPM goals, it is better that they not visit at all. RPM staff reserve the right to talk with any visitors prior to residents departure on a pass or visit. Any violation in the visitation policy, as listed below, may result in the denial of future passes/visits until the resident proves trustworthy.
- On Property = Any properties owned and operated by RPM,
- Off Property = Outside the boundaries of the RPM.

### **General**

- 1) All requests for a pass, visit, or leave must be submitted to the Director or House Manager in writing using the Leave Request form.
- 2) The Leave Request form must be signed by two committee members.
- 3) All residents must sign out and in and notify House manager upon returning.
- 4) Residents must surrender all packages and bags to staff for inspection prior to returning to their room.
- 5) A resident returning from passes, visits, and leave could be required to submit to a UA test.

### **Passes**

A pass is given to residents to leave RPM for a period of time. Passes are a privilege and not a right. All passes, visits, and leaves are at the discretion of the Administrator. Failure to conduct ones self according to the policy set forth by RPM standards while enjoying the above privileges will cause immediate termination of these privileges.

### **Overnight Visits**

An overnight visit is considered a visit with immediate family. RPM will not agree to an overnight if the resident does not display the maturity to apply what they have learned in the program as a part of their lifestyle. These visits are a privilege and not a right.

### **Leave of Absence**

A leave of absence is considered a leave lasting longer than an overnight but less than six days. Considerations will be given for travel time on an individual basis for each resident.

**First 30 Days**

During their first 30 days, residents are not allowed to receive any visitors at the center or to leave the center with anyone except for business or legal purposes. This is so that residents can focus on themselves without outside influences that may hinder their recovery.

**VII. SCHEDULE OF ACTIVITIES DAILY****Sunday**

9:30am ..... Church

**Monday**

6:00pm ..... Celebrate Recovery 12-Step

**Tuesday**

7:00pm ..... In House Bible Study

**Wednesday**

7:00pm .....Church

**Thursday**

6:00pm .....Bible Study

**Friday:**

6:45pm .....

**Saturday:**

7:00pm ..... Men's Prayer Group (encouraged)

**VIII. DISCIPLINE POLICIES**

*“All discipline for the moment seems not to be joyful, but sorrowful, yet to those who have been trained by it, afterwards yields the peaceful fruit of righteousness.” Hebrews 12:11 “Before I was afflicted I went astray, but now I keep Thy Word.” Psalms 119:67*

RPM approach to discipline is one of training with the purpose of restoration. Residents may not receive the exact consequence as another resident; each resident is treated as an individual and is disciplined according to what is in their best interest. We are not, however, merely disciplining a behavior. Our primary goal is to train hearts and to build character and to renew our thinking with the help of the Holy Spirits power at work in us and through us.

**The purpose of discipline is:**

- To correct improper attitudes and behaviors.
- To help teach that there are consequences for bad behavior.
- To instill respect for authority, others, and self.
- To nurture and develop desirable character qualities while eliminating bad attitudes and harmful actions.
- To enable the resident to develop a Christ like response to discipline.
- To allow residents to share in the holiness of God and to produce a harvest of peace, joy, and happiness.

**Disciplinary measures may include, but are not limited to the following:**

- 1) Loss of day passes, visits and/or leave privileges.
- 2) Loss of phone privileges.
- 3) Scripture writing.
- 4) Anger management or assigned counseling.
- 5) Extra time added to length of program.
- 6) Program re-starts.
- 7) Program expulsion.

**RPM TRANSITIONAL HOUSING AGREEMENT:**

**All policies are subject to change according to the circumstances, time, place, and attitude of the resident. This will be at the discretion of the Program Directors.**

I have read the entire RPM handbook and the agreement contained in it. I understand the terms and conditions of the RPM program that are detailed in the RPM handbook. I agree with the terms and conditions contained in the RPM handbook. I agree to follow the terms and conditions of the RPM program contained in the RPM handbook. I understand that I am a client of the RPM program. My weekly fee is a program fee and not a tenancy agreement. I have completed the entrance questioner to the best of my ability. I, the undersigned received a copy for my possession of the RPM handbook. **I further agree to commit to the program length of 6-12 months and understand that leaving prior to the agreed upon term without just cause may be a Parole Violation.**

**Client Agrees:**

Signed this \_\_\_\_\_ day, month of \_\_\_\_\_, year \_\_\_\_\_  
 Print name: \_\_\_\_\_  
 Signature \_\_\_\_\_ Date: \_\_\_\_\_

**RPM Director:**

Print Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Signature: \_\_\_\_\_  
 Date: \_\_\_\_\_

**Witness:**

Print Name: \_\_\_\_\_  
 Signature: \_\_\_\_\_  
 Date: \_\_\_\_\_

**RPM TRANSITIONAL HOUSING  
 1575 Fairway Drive  
 Sedalia, MO 65301  
 (660) 221-0782**

