

Oasis of Northwest Arkansas

Resident Handbook

Oasis of Northwest Arkansas is a women's transitional living community that provides safe, supportive housing and resources for women in recovery and their children.

WELCOME TO OASIS OF NORTHWEST ARKANSAS!

Oasis of Northwest Arkansas offers adult women in recovery the opportunity to regroup so that they may reconnect back into their communities.

The rules, policies, procedures and guidelines at Oasis are in place to ensure the safety, health, and overall well-being of our residents. Oasis homes function as a place to provide residents the skills necessary for a functioning life free from alcohol and drugs. The interaction with the staff and other residents offers the skills necessary to live a productive, drug and alcohol-free and self-sufficient life as they transition back into the community. It is the responsibility of our residents to read and understand this handbook.

Oasis is a program with rules that are different from what may be expected of you in drug court or in your DHS case. We expect you to follow the guidelines of drug court, DHS and Oasis while in our program. Failure to comply will result in dismissal.

CONFIDENTIALITY

We want our residents to be able to work on their recovery in a safe, supportive setting. To help facilitate this, we ask that residents not talk about issues they have discussed in meetings or in the house with individuals who were not present. Likewise, we ask residents not to discuss the things which their peers or their families have talked about in meetings or in the house with others. Staff will share information with residents and referral entity when it is not in violation of confidentiality regulation

CHILDREN ON CAMPUS

All children on campus must be supervised at all times, and all private childcare for any child on campus must be approved by the Executive Director. Children must be fed nutritious meals and each resident must turn in a meal plan each week for their family. Children on this campus are not allowed to have soda or excessive sweets or sugar.

Residents must ensure that their children see a doctor as needed due to illness and that children are up to date on all vaccinations. Children may not eat or drink in the living or bedroom areas. Children may not play outside unattended.

Any resident with an open DHS case must seek permission from the Executive Director before allowing your child to be transported by anyone else. School age children must attend school and the Executive Director must be notified if that child needs to miss school or daycare due to illness, etc. All children must be in bed at an appropriate time as determined by the Executive Director. We do not allow residents to spank or yell at their children for any reason. Additionally, children under the age of 16 are not allowed to watch rated R movies on this campus.

CLIENT ALCOHOL AND DRUG TESTING

Oasis of Northwest Arkansas conducts random drug and alcohol testing of residents. We believe that our residents are committed to their recovery and will abide by the house rules of no drug use. If you are suspected to be under the influence of a mood-altering substance, you will be instructed to report to the entity having jurisdiction of your stay. If it is determined that you are under the influence, you may be immediately dismissed.

The possession or use of any drug paraphernalia or any mood-altering chemicals (on or off campus) is strictly prohibited and will result in an immediate discharge, and may result in legal action. The possession or use of alcohol, on or off campus, is strictly prohibited and will result in an immediate discharge.

If at any time while you are a resident at Oasis if you are prescribed any opiates, sedative hypnotics, benzodiazepines, barbiturates, amphetamines, and/or any other substance with potential for abuse, you must report it to the Executive Director. Residents are not allowed to have any of these substances on campus. If you require use of such substances, in most instances you will be considered to be beyond our level of care and may be *medically discharged*. Furthermore, all medications, even over the counter meds and vitamins, must be kept in a lock box that you, the resident, purchases. You are required to have a lockbox!

If you fail your screen for any substance, we reserve the right to dismiss you immediately. We are not required to send a failed test off to the lab or to administer a second test if you fail a drug screen. If you want a second drug test, you are required to pay \$7 for the additional test. Additionally, the Executive Director reports all failed drug screens to Drug Court, the Department of Human Services and probation and parole officers. If you are asked to take a drug test, you will have no more than 30 minutes to comply with the request. If you do not test within that 30 minutes, the test is considered a fail and you will be dismissed from the program. The Executive Director and Assistant Director are the only two individuals that can require a drug test. However, we do rely on our resident house managers to administer the drug tests for us.

Life 360 Requirement

Every resident of Oasis is required to have a working cell phone with data AND download and use the Life 360 App. Should a resident switch the tracking information to “off” or delete the App from their phone, the result is immediate dismissal from the program. Residents must keep their cell phones with them at all times and they must never give their phone to someone else (or leave it somewhere else) as an attempt to mislead the staff of Oasis of their whereabouts. Additionally, your phones must stay charged and off of low power mode in order for Life 360 to work. If you do not have a working cell phone (with data), or you fail to comply with the Life 360 rules, you will be dismissed.

Meeting Requirements

12-week group therapy, house meetings, regular NA and AA meetings, and life skills classes are mandatory. Completion of these meetings and classes are required to graduate the program.

You must attend a minimum of 3 meetings per week. Residents must obtain and maintain a sponsor throughout the duration of this program. Noncompliance can result in dismissal.

Curfew

Curfew is set by what Phase you are in at Oasis of Northwest Arkansas. Please see our Phases Guidelines. Breaking curfew, even by one minute, will result in immediate dismissal from Oasis of Northwest Arkansas.

ACTS OF VIOLENCE:

Acts of violence, sexual contact, and the enabling of others in such behaviors are prohibited. **Any physical violence, aggression, or threats toward staff or residents** may result in legal action and immediate dismissal.

Daily Resident Expectations

You must be up and out of bed with your bed made by 9am Monday-Friday. All lights, fans and TVs must be turned off. You are not permitted to be laying or sleeping in your bedroom or on couches during the day without a doctor's note or express consent of the House Manager or Executive Director. You must be up and out of bed with your bed made by 10am on Saturday. Sunday is a "free" day and you can rest all you like. If you have a job that requires you to work late or overnight, please work with management on an approved sleeping schedule.

Everyone is expected to be working, attending school, or volunteering during the day. If you are not employed, you must provide proof of all job applications you submit, and you must volunteer at least 3 hours each day that you are not employed. You must receive a letter from the agency you volunteer that states your name, the date, and the number of hours you volunteered that day. All volunteer work must be done for a 501 c 3 non-profit.

At any time, if you are directed by the Executive Director or Assistant Director to see a doctor, a counselor, attend a class, etc., and you refuse to comply, we reserve the right to dismiss you.

If you have a car on campus, you will be assigned a parking spot. You are not allowed to park in the street for any reason.

You will be required to turn in your work schedules and copy of your check stubs every week, or bi-weekly, however often you are paid and however often your work posts the new work schedule. You are required to report when your taxes are filed and the amount you receive as part of your IRS return.

All residents are required to be in 100 percent compliance with their DHS or Drug Court cases.

All residents are required to bathe and wash their hair regularly and use the appropriate hygiene items to remain clean and fresh while living in shared space.

Mail or Email Sent/Received at the Oasis Campus

Most mail may be sent and received. Correspondence with anyone who is incarcerated that is a sex offender or a gang member is forbidden. Mail must be updated by contacting each individual and/or business and by submitting a change of address to the USPS upon dismissal/graduation. Oasis staff and residents will not “hold” your mail or packages once you have been dismissed or once you have graduated. Your mail will be sent back “return to sender.” Oasis is not responsible for lost or stolen mail/packages.

Corresponding with (phone, email, or mail) or associating with any individual (male or female) that has ties to gang activity is forbidden and can result in immediate dismissal from the Oasis program. Corresponding with anyone that has been convicted of a sex crime is forbidden. Corresponding with anyone who is incarcerated must be approved by the Executive Director. Visiting an inmate in the County jail or in prison must be pre-approved by the Executive Director.

Oasis of Northwest Arkansas Property

The destruction or defacing of Oasis property or the property of other residents will not be tolerated. If you are responsible, you will be required to pay for the damages and you will be dismissed. Legal action may also be taken.

No posters, wall hangings, etc. are allowed. No candles are allowed. Spray paint, air duster, hand sanitizer/hand soap that contains alcohol, or any aerosol can is considered contraband and is not allowed on this campus. Oasis reserves the right to seize and destroy all items that break this rule and you could be subject to immediate dismissal.

Do not post hand-written signs. All signage must be approved by Oasis of Northwest Arkansas staff.

You may not touch the cameras on campus or unplug them at any time.

Residents agree not to flush tampons, sanitary napkins, or other objects that are not toilet paper down the toilet. Should a resident not comply with this request, the resident agrees to be responsible for any plumbing costs associated. Additionally, the cost of unreported plumbing issues or damages will be charged equally between residents.

The use of Oasis of Northwest Arkansas vehicles will be for tasks, projects, and activities that support our mission. Residents must have a valid driver's license to operate vehicles and be added to insurance, and their information must be verified through staff. Residents must request use and complete all necessary documentation prior to use. Misuse of Oasis vehicles may result in immediate dismissal. Smoking in Oasis vehicles is not permitted. Transporting non-Oasis residents without permission from Oasis staff is forbidden.

Resident Personal Property Expectations

All gambling, betting, lending, buying, and/or selling are not permitted and will result in a write-up.

Borrowing of clothing, shoes, money, or other items is FORBIDDEN and will result in a write-up.

Clients with vehicles allowing other clients to operate their vehicles or transport clients are required to do so at their own risk. Oasis is not responsible for any damage. Furthermore, residents are required to pay for the cost of gas as part of our rideshare program. The required payment for the gas will be determined by the Oasis Director based on fair market value. If you own a vehicle and want to park it at Oasis for your use, and you are in the appropriate program phase to have a vehicle, you are required to provide proof of a valid driver's license and proof of liability insurance. If your driver's license or insurance is suspended at any point during your stay at Oasis, you must report it to a staff member immediately. We reserve the right to ask you to remove your vehicle from this campus at any time. Vehicles that are broken down or are in poor condition (broken windows, etc) are subject to being towed at the owner's expense.

Clothing, furniture and other items are not allowed on campus without the consent of Management. Our space is small and you must keep the items on campus to a minimum. At any time, you could be asked to downsize your belongings.

Music, television (movies) or clothing that glorifies drug and alcohol use, gang activity, racism, or crime of any kind is not allowed.

Personal property left at Oasis will be considered a donation after 24 hours. Residents and Staff will not deliver or hold on to personal property for a resident that has decided to leave or has been dismissed or has graduated from this program. We are not responsible for lost or stolen personal property.

Additionally, if you are dismissed from Oasis for any reason, you will be required to take all of your belongings with you at that time. We will not hold your items for any length of time upon your dismissal.

Visitors

Visitors must not be under the influence of chemicals. Visitors may not be convicted sex offenders, gang members, or violent offenders. Male visitors that are not immediate family, must be approved in advance by the Executive Director. The staff maintains the right to deny visitation to any visitor. Every visitor may be subjected to a drug screen.

Tobacco and Vaping

Tobacco use and/or vaping is not allowed in the house or Oasis of Northwest Arkansas vehicles and is allowed only in the designated smoking area outside. Smoking and Vaping is not allowed in either of our sunrooms. Failure to comply with this request could result in dismissal.

Resident Searches

Program staff may check bedrooms, personal possessions, and vehicles for the following: drugs, drug paraphernalia, alcohol, medication that is not in a lockbox, weapons, or any other contraband. This is for the safety and protection of all residents. Possession of any drugs, alcohol, or substance use related paraphernalia may be grounds for immediate dismissal from the program. At no time are you allowed to share medication, even over the counter medication with another resident.

Searches may be conducted to protect the health, safety, and welfare of residents, including detection of drugs and weapons. Oasis reserves the right to conduct a search at any time of the day or night.

Searches must be conducted in a professional manner that maintains respect and dignity for the resident.

All searches must comply with the following standards: The client must be present when a search is conducted of belongings such as backpacks, personal bags, and luggage. All searches must be witnessed by a second staff person or another individual who is not

Employment/Education

Employment/education is an important and vital goal of self-sufficiency. After the first two weeks, residents are expected to find full-time employment or attend classes full-time. Exceptions will only be made for those who qualify for disability services.

Contraband

Forbidden items on campus: drugs, alcohol, candles, incense, firearms, space heaters, knives, or weapons of any kind. Glue, air duster, paint, toxic materials of any kind. These items are considered contraband and can result in dismissal.

Honesty

Lying to the Executive Director, a house manager, volunteer, staff member or a board member can result in immediate dismissal from this program. All residents are required to be honest.

Write-Ups for Non-Compliance

If you are written up for non-compliance with this handbook, you sometimes be given these options by the Executive Director to remove the write-up from your record:

1. Pay \$25 fee to remove the write-up
2. Provide 4 hours of assigned community service

The accumulation of 3 non-compliances for failure to abide by rules and regulations will result in immediate dismissal from Oasis of Northwest Arkansas

Housekeeping and Chores

Chores are assigned by the House Manager and/or the Assistant House Managers. This is a requirement of each resident and failure to do so will result in consequences deemed necessary by staff.

Housekeeping is a routine activity of daily living. It is an activity essential to ensuring a safe, comfortable and healthy environment. Just as families create their own systems by which household chores are distributed and carried out, the Oasis of Northwest Arkansas staff has developed a framework for such activities as well.

Residents are expected to have a sense of personal responsibility and self-pride in their appearance and their surroundings.

Residents will promote self-discipline, teamwork, time management, and respect for others property as well as their own.

Residents will have the opportunity to learn basic housekeeping skills through instructions, modeling, and practice.

Residents must initial chore daily when completed and/or have the chore checked by a manager.

You are responsible for washing your own dishes after you use them. Dishes may not be left in the sink for any reason. You are responsible for washing and drying your own laundry on your assigned day. You must be present (in the house) while your laundry is washing and drying. Leaving clothing in the washer or dryer will result in a write-up. You are responsible for cleaning up after yourself. If you leave a mess out, you will be written up.

RESIDENT DRESS CODE

One aspect for recovery involves the development of a healthy identity. Ultimately, the person in recovery develops a mode of dress that reflects the emotions, values, and social relationship they wish to have with others. An important part of recovery is learning to conform to the expectations of society while maintaining our individuality.

The dress code of Oasis of Northwest Arkansas is designed to establish healthy and realistic guidelines for our residents that allow for self-expression and self-care.

Shirts, Pants and Shoes

Appropriate shirts must be worn at all times. Shirts that are sexually suggestive are not appropriate to wear on the premises.

Residents are required to wear a bra and underwear/panties unless you are in bed sleeping.

Shirts that promote drug or alcohol use, are suggestive of violence, make any ethnic slurs, or in some way degrading to self or others are not permitted.

Resident's Responsibility

Residents are responsible for keeping their clothing and shoes clean, smelling fresh, and neatly stored in their bedrooms.

Residents are responsible for immediately reporting any missing items to staff and are encouraged to label and/or secure all personal clothing.

LAUNDRY GUIDELINES

Residents may launder clothing during assigned times only.

Residents are to read and comply with operational directions to ensure proper use. - Residents are limited to wash/dry one load at a time if other residents are waiting to use the machines.

Residents are required to launder their clothing and linen at least once per week. - Residents are responsible for keeping the laundry area neat.

A limited supply of laundry detergent will be supplied by Oasis of Northwest Arkansas. Once it is used for the month, residents will be responsible for purchasing what they need for their personal items.

Residents are to remove their own laundry from the washer to the dryer before going off-site, for any reason.

Relationships/Sexual Behaviors/Aggression

Sex toys and pornography (video, magazines, etc.) are forbidden. Taking pornographic photos/videos of yourself or other residents is forbidden. Breaking this rule will result in immediate dismissal.

Romantic relationships between residents or between a resident and a staff member, board member or volunteer of Oasis of Northwest Arkansas are forbidden and will result in dismissal of the resident and termination of the staff member/volunteer.

Horse play (wrestling, touching, rough-housing) is not allowed on the Oasis campus. You are not allowed to touch another resident in a playful or sexual manner, nor are you allowed to hit, smack, spank, punch, or fondle residents, staff or visitors. Should you break this rule, you will be immediately dismissed for safety reasons.

HOUSE MANAGER/ASSISTANT HOUSE MANAGERS

The Oasis House Managers will ensure that residents are following all policy and procedure.

House Managers will conduct drug/alcohol tests as directed by the Executive Director or Case manager.

House Managers have the right to issue noncompliance for failure to abide by rules, and in extreme instances, the ability to dismiss residents. Such decisions are made in partnership with the Executive Director.

House Managers should be treated as staff and respected as such. The Managers are your first point of contact. If the issue cannot be resolved, the circumstance will be escalated to the Executive Director.

If at any time a resident manager abuses their power, you agree to contact the Executive Director immediately to file a complaint or you can email: reportanoasismanager@gmail.com.

INTERNET/SOCIAL MEDIA/TECHNOLOGY

Computing resources may only be used for legal purposes and may not be used for any of the following purposes or any other purpose that is illegal, immoral, unethical, dishonest, damaging to the reputation of Oasis of Northwest Arkansas or its residents, inconsistent with the mission, or likely to subject Oasis of Northwest Arkansas to liability.

Impermissible uses (some of which may also constitute illegal uses) include, but are not limited to, the following:

1. Harassment, libel or slander. Fraud and misrepresentation.
2. Destruction of or damage to equipment, software or data belonging to Oasis of NWA or others
3. Disruption or unauthorized monitoring of electronic communications
4. Unauthorized copying or transmission of copyright-protected material
5. Unauthorized online access, including "hacking" and other unlawful activities • Use of computer communications facilities in ways that unnecessarily impede the computing activities of others (such as randomly initiating interactive electronic communications or e-mail exchanges, overuse of interactive network utilities and so forth) • Violation of software license agreements, network usage, policies and regulations, and privacy.
6. Intentional or negligent distribution of computer viruses
7. Posting or sending obscene, pornographic, sexually explicit or offensive material • Posting photos or information of Oasis Residents on social media.
8. Posing as another Oasis Resident on social media, in an email, or in any other electronic capacity.

The following are your RIGHTS. Please read them carefully. If you cannot understand any of these rights, please ask to have them further explained to you.

The Resident Rights include:

1. You have the right to accept or refuse services after receiving this explanation.
 - a. If you agree to services, you have the right to change your mind at any time.
2. You have the right to a humane environment that provides reasonable protection from harm and appropriate privacy for your personal needs.
3. You have the right to be free from abuse, neglect, and exploitation.
4. You have the right to be treated with dignity and respect.
5. You have the right to refuse to take part in research without affecting your services.
6. You have the right to have information about you kept private and to be told about the times when the information can be released without your permission.
7. You have the right to address any concerns you may have with the Oasis of Northwest Arkansas.
8. You have the right to complain directly to: **LaDonna Humphrey, Executive Director.**
9. You have the right to request a meeting with LaDonna Humphrey, Executive Director, and a Board Member if your complaint is not fully resolved to your satisfaction. Write-ups or dismissals based on a handbook violation are not grounds for requesting a meeting.

By signing below, I acknowledge that I have been explained my rights as a resident and the information was explained to me in a language and manner that I could understand. I was also given the opportunity to ask questions and received responses that satisfactorily addressed my questions. I was also informed that I might ask questions at any time I feel the need regarding the program, staff, and services. By signing below, I acknowledge that I agree to all of Oasis of Northwest Arkansas expectations, rules, and policies, and drug testing noted in the Resident Handbook. I also agree that by signing below that I hold harmless, Oasis of Northwest Arkansas, its Board of Directors, staff, and volunteers.

_____ Resident Signature and Date

Authorization to Obtain/Release Protected Information

I, _____ born (date of birth) _____, hereby authorize Oasis NWA and its employees and agents to obtain information from and/or release information to: Oasis of Northwest Arkansas

I authorize the following agencies to obtain and/or release my personal information: • DHS • Social Security • Work Force • Unemployment Office • Legal Aid • Local Bank • Current Employer • Previous Employer • Current Landlord • Previous Landlord • Drug Court • Parole Officer • Law Enforcement • Domestic Violence Shelter • Other:

This authorization to obtain and/or release information for the following purpose(s):

1. Identify goals and objectives for the purpose of securing housing stabilization
2. Determine additional assistance needed to aid in maintaining sobriety (if applicable)
3. Identify additional community resources needed to maintain housing
4. Assistance in developing a personal financial management plan

This authorization will remain effective for 365 days from the date of signing. I understand that I can revoke this authorization in writing at any time before the release of information specified above. I also understand the following: (a) I may refuse to sign this authorization; (b) I may inspect and obtain a copy of the information that is described in this authorization; and (c) I will receive a copy of this signed authorization. I have reviewed this authorization and understand it.

_____ Client Signature and Date

RESIDENT PRESCRIPTION INVENTORY

For the safety of all residents, you are asked to provide information regarding any prescription medications in your possession during your participation in the program. Please update this form with the staff as needed.

Please indicate the appropriate information below and return to the Program Director.

Name: _____

Date: _____

Please detail medications (including dosage) and who they were prescribed by:

Purpose for which medications were prescribed:

I certify that I have no other prescription medications in my possession. I understand that any changes in my medications should be reported to the Program Director immediately. I understand that a violation of this policy will result in disciplinary action up to and including dismissal from the Oasis of NWA.

Resident Signature: _____ Date: _____

RESIDENT PHOTO RELEASE

For good and valuable consideration, the receipt of which is hereby acknowledged,

I, _____, Hereby authorize Oasis of NWA permission to use my likeness in a photograph/video in any/all of its publications, including but not limited to all Oasis of NWA's printed and digital Publication. I understand and agree that any photograph using my likeness will become property of Oasis of NWA and will not be returned. I acknowledge that since my participation with Oasis of NWA is voluntary, I will receive no financial compensation.

I hereby irrevocably authorize Oasis of NWA to edit, alter, copy, exhibit, publish, or distribute this photo for purposes of publicizing Oasis of NWA's programs or for any other related, lawful purpose. I waive the right to inspect or approve the finished product, including written or electronic copy, wherein my likeness appears. Additionally, I waive any right to royalties or other compensation arising or related to the use of the images.

I hereby hold harmless and release and forever discharge Oasis of NWA of all claims, demands, and causes of action which I, my heirs, representative, executors, administrators, or any other persons action on my behalf or on behalf of my estate have or many have by reason of this authorization.

Resident's Printed Name: _____ Date:

Resident's Signature: _____ Date:

OASIS OF NWA GENERAL LIABILITY RELEASE

I release, discharge and forever hold harmless Oasis NWA, Inc. and its employees, officers, agents and directors from any and all liability, claims, and demands of whatever kind or nature, either in law or in equity, which arise or may hereafter arise from the services I provide to Oasis NWA, Inc. and its community partners. I understand and acknowledge that this Release discharges Oasis NWA, Inc. and its community partners from any liability or claim that I may have against either party with respect to bodily injury, personal injury, illness, death, or property damage that may result from the services I provide Oasis of NWA Inc. and its community partners or occurring while I am providing services, whether caused by the negligence of Oasis of NWA, Inc.. or otherwise.

I understand and recognize that when completing services for the Oasis of NWA, Inc. or a community partner that I may need to be transported in a privately-owned vehicle. I understand and recognize that the risk of injury to me or damage to my property while traveling to and/or from a site exists and that this release of liability covers any and all travel.

I understand that at any time I have the right to refuse to participate in any activity, with my only obligation to inform the site leader or program manager.

I agree that, should any provision or aspect of this Release be found to be unenforceable, that all remaining provisions of the agreement will remain in full force and effect.

I agree that I can be drug tested at any time and for any reason. Drug tests can include: UA, blood test, hair follicle, etc.

I agree that if there is any dispute concerning my participation in the program or the interpretation of this Release, any such disagreement shall be determined in accordance with the laws of the State of Arkansas.

I HAVE CAREFULLY READ THIS RELEASE AND WAIVER OF LIABILITY AND FULLY UNDERSTAND ITS CONTENTS. I FURTHER ACKNOWLEDGE AND AGREE THAT I HAVE HAD AN OPPORTUNITY TO CONSULT WITH COUNSEL OF MY CHOICE PRIOR TO EXECUTING THIS RELEASE AND WAIVER OF LIABILITY. I ACKNOWLEDGE AND AGREE THAT THIS RELEASE AND WAIVER OF LIABILITY SHALL BE BINDING UPON MY SURVIVORS, HEIRS, SUCCESSORS, AND ASSIGNS. I AM AWARE THAT THIS RELEASE AND WAIVER OF LIABILITY IS A RELEASE OF LIABILITY, INCLUDING BUT NOT LIMITED TO, LIABILITY FOR NEGLIGENCE, AND A HOLD HARMLESS AGREEMENT, AND I SIGN IT OF MY OWN FREE WILL.

Signature _____ Date _____

Oasis of NWA Resident Shared Housing Expense Policy

I, _____ hereby agree to pay a \$250 deposit and then \$135 per week to Oasis of Northwest Arkansas. \$135 is due every Friday no later than 5pm. I understand that my \$250 deposit will not be refunded. I understand that shared housing will not be refunded upon my dismissal. Preferred payment is by Cash App \$OasisofNWA, Venmo @OasisNWA or via money order. Oasis of Northwest Arkansas will not accept cash or checks.

I, _____ understand that failure to comply with Oasis of Northwest Arkansas policies and procedures, relapse, or actions that result in immediate dismissal, will result in forfeiture of money paid in shared housing or deposits.

Late payment of housing expenses is considered to be an incident of non-compliance and will result in a write-up by a staff member. Residents will be charged a \$10 late fee when Shared Housing is not paid by 5pm on Friday

Resident Signature: _____ Date: _____

Please note: Beginning June 1, all new residents will be charged \$150 a week in shared housing.

Oasis of Northwest Arkansas Phases

PHASE I

Upon entering Oasis of Northwest Arkansas, most residents will be placed on Phase 1. No contact with a romantic relationship is allowed for the first two weeks.

Curfew: Outing must be approved and residents must be accompanied by staff or higher level resident when leaving the house or an approved family member.

Sunday through Thursday 9:00 p.m., Friday and Saturday 10:00 p.m.

Eligible for overnight passes after 90 days.

Employment/School/Intensive Outpatient Program (IOP):

- Must start looking for employment and begin an IOP program.
- If you are a student, you must be applying for school and registering for classes. Must work part time if registered for 9 hours or less.
- Must complete 90 meetings in 90 days
- Must have a valid DL and liability auto insurance to have car at Oasis. Must sign a car contract.

Electronics: Cell phones must be turned in nightly at 9pm to the House Manager and will be returned first thing in the morning.

PHASE II

REQUIREMENTS TO PHASE UP:

At least 60 days on Phase 1 with completed requirements and/or have an open DHS case, or be a participant in drug court.

Curfew: Allowed to leave the house alone (staff permission still required). Sunday through Thursday 10:00 p.m., Friday and Saturday 11:30 p.m. and eligible for overnight passes.

Electronics: Phones may be kept overnight.

PHASE III

REQUIREMENTS TO PHASE UP:

- At least 45 days in Phase II and in total compliance with Oasis, DHS and Drug Court and has at least \$400 in savings. Curfew: Sunday – Thursday 11:00 p.m. and Friday – Saturday 12:00 a.m.

Begin graduation and aftercare planning with a case manager or staff member.

Requirements for Graduates who live on the Oasis Campus:

You must remain in full compliance of the handbook. If you break a handbook rule, you will be fined \$10 that is payable immediately and you will write an apology in the house thread in which you live.

As a graduate, your rent increases to \$160 per week, effective June 1, 2024.. (If you are a Resident Manager and a Graduate, the rent increase does not apply to you). Rent must be paid on time each week. No exceptions.

You are required to mentor a resident until she, too, graduates, or until the day one of you move out. Please contact the Executive Director to report who you will be mentoring.

You are required to do 8 hours of service work each month. This can be done by either leading meetings, volunteering at Oasis, working at the new Oasis of NWA office, providing rides to residents, or participating in Oasis events. You are required to track and report the hours you work each month and turn them in at the end of each month. No exceptions. If you are on the management team, this counts as your service work.

You are required to be as independent as possible and this means you must make every effort to find your own outside transportation instead of leaning on the shared transportation at Oasis. Utilize Uber, Lyft, or have outside people assist you. Ultimately, we encourage you to purchase your own car if at all possible. You will be allowed to use shared transportation as needed, but it must serve as your last resort. That system is designed for residents who have not graduated from the program.

