

Oxford House of Kentucky Re-entry Application

Full Name: \_\_\_\_\_

Age: \_\_\_\_\_

Sex: \_\_\_\_\_

DOC #: \_\_\_\_\_

DOC Facility: \_\_\_\_\_

Release Date: \_\_\_\_\_

What areas would you like to locate to:

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

Case Manager: \_\_\_\_\_

Do you identify as an Addict or an Alcoholic? \_\_\_\_\_

What is your drug of choice? \_\_\_\_\_

Tell us about yourself:

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Are you involved in a relationship? \_\_\_\_\_

Do you have children? If yes, will they be visiting or living with you? Tell us about them, age and sex.

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What is your job history? Do you have any problem getting a job in 2 weeks? Will you have a problem working 20 hrs of volunteer work a week, if on disability?

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What is the background of your current charge/s?

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Do you have any other legal issues Court dates, Warrants? If yes, please explain.

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Will you be on probation or parole upon release?

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Have you ever been arrested for any sex crimes? If yes, please explain.

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Do you have an anger problem? \_\_\_\_\_

Have you ever attended anger management? \_\_\_\_\_

Do you have any medical problems? If yes, please explain.

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Are you currently taken medication? If yes, please list all medications.

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Do you have any prejudices? Race / Sex / Religion? If yes, please explain.

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How do you feel about your addiction? Do you believe it is a disease?

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Do you have a sponsor? If no, will you get one? \_\_\_\_\_

How many 12-step meetings do you attend weekly?

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How many 12-step meetings do you plan to attend weekly upon release?

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What is your plan for your recovery?

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Have you identified your relapse triggers? If so, what are they?

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Tell us what your behavior might be like when you're headed towards a relapse:

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How do you feel about sharing a bedroom / group living?

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How do you handle confrontation? \_\_\_\_\_

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Can you confront others in a constructive manner? \_\_\_\_\_

Do you have any problems performing household chores including yard work? If yes, please explain?

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What do you feel you can contribute to Oxford House?

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What are you hoping Oxford House can offer you?

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If accepted, when can you have your move-in fee (\$100-\$150)? Are you able to pay the first weeks EES "rent" (varies depending on the house) ? \_\_\_\_\_

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Do you plan to move in the day you are released? Oxford Houses of KY will only hold your bed until 8pm on your release date \_\_\_\_\_

If DOC provides bus transportation, will you need a ride from the bus station to the house?

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## **PROBATION GUIDELINES:**

During your first thirty (30) days of residency we want a chance to get to know you and want you to get a chance to become familiar and comfortable with the way this Oxford House runs and have the opportunity to get to know the current residents. We will be strict during these first thirty (30) days, but that is why you are here: to learn a new way of living.

The following guidelines apply to this time of restriction:

- Curfew:
  - Sunday – Thursday: 11pm
  - Friday – Saturday: 12am
  
- Meetings: 5 per week and a signed meeting sheet
- NO overnight Guests
- NO overnights stays outside of the house
- Guest are welcome when at least 1 other member is home and must leave by your curfew
- NO phone calls on the house phone before 7am or after 10pm
- Weekly house meeting is MANDATORY. Excused absences are work, IOP and Oxford House functions; the house must be notified 1 day in advance of the meeting. Missing house meetings is cause to be expelled from the house.
- You MUST find a job within 2 weeks of moving into the house.
- You MUST find a sponsor within 2 weeks of moving into the house
- Chapter meetings are MANDATORY for your first 3 months, you must attend 3 meetings; A \$50 fine will incur if you miss a Chapter meeting.

## **RENT:**

E.E.S. (Equal Expenses Shared) is determined by your Oxford House, members must pay one week in advance.

Upon arrival to the house, a NON-REFUNDABLE deposit plus one week EES is due. You must be at a zero balance in order to be voted off probation **STAY CURRENT!**

EES is due by 10pm on Saturday, every week. **MONEY ORDERS ONLY.** Money Orders are to be made payable to your house and “For Deposit Only” is to be written on the back, they are to be placed in your houses lockbox. **NO CASH ACCEPTED!**

**Upon completion of probationary contract, members will be reevaluated in a House Meeting and voted in as permanent members of your Oxford House.**

**ANY MEMBER WHO DOES NOT FULLFILL THE 30 DAY CONTRACT, WILL EITHER BE PUT ON EXTENDED PROBATION OR THEIR MEMBERSHIP IN THE HOUSE WILL BE VOTED ON IN A HOUSE MEETING.**

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New Member Signature/Date

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House Member Signature/Date

## OXFORD HOUSE GUIDELINES for MEN

Each house is autonomous and operates in accordance with the Oxford House Model. Each house must adhere to the Oxford House Charter, Traditions and House Manual. No member is ever voted out of an Oxford House without cause:

- 1) Relapse
- 2) Non-payment of EES
- 3) Disruptive Behavior

Recovery comes first and principles come before personalities. Behavior modification should be addressed in the following order:

- 1) Warning
- 2) Contract
- 3) Expulsion

### MEMBERS:

1. Three (3) overnights per week. No more than 2 nights in a row.
2. 2:00 AM curfew
3. MANDATORY minimum of three (3) 12-Step meetings per week.
4. New Member restriction placed on every member behind on EES.

### GENERAL PRINCIPLES:

- No active users or drinkers allowed on the property
- No narcotics are allowed in the house at any time. If you are on medications you must inform your house and keep it out of sight. A lockbox can be requested at the houses discretion.
- Laundry hours are set by your house, be respectful of your housemates.
- Be respectful of your housemates during the week, keep the noise down after 11pm

**Any guideline or principle can be added, removed or altered by a majority vote in a house meeting.**

If you feel these rules are too strict then possibly Oxford House is not for you. These rules are proven to work if followed. Changing the rules to fit your needs is doing things your way and by doing things your way life became very difficult. Why not try doing things the Oxford House way and see how simple life can be.

And remember...

### **THERE ARE NO BOSSES IN OXFORD HOUSE.**

You are just as important as anyone in the house and you have just as much of a say in the house decisions as anyone else. The best friend we can be to each other is to hold each other accountable and not allow old behavior. The rules are only good if they are enforced as a house.

\*Member/Date \_\_\_\_\_ President/Date \_\_\_\_\_

*\*By signing, I agree that I have read the house rules, understand them completely, and agree to follow them.*

## OXFORD HOUSE GUIDELINES for WOMEN

Each house is autonomous and operates in accordance with the Oxford House Model. Each house must adhere to the Oxford House Charter, Traditions and House Manual. No member is ever voted out of an Oxford House without cause:

- 1) Relapse
- 2) Non-payment of EES
- 3) Disruptive Behavior

Recovery comes first and principles come before personalities. Behavior modification should be addressed in the following order:

- 1) Warning
- 2) Contract
- 3) Expulsion

### MEMBERS:

1. Three (3) overnights per week. No more than 2 nights in a row. **NO MALE OVERNIGHT GUESTS**
2. 2:00 AM curfew
3. MANDATORY minimum of three (3) 12-Step meetings per week.
4. New Member restriction placed on every member behind on EES.

### GENERAL PRINCIPLES:

- No active users or drinkers allowed on the property
- No narcotics are allowed in the house at any time. If you are on medications you must inform your house and keep it out of sight. A lockbox can be requested at the houses discretion.
- Laundry hours are set by your house, be respectful of your housemates.
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\*Member/Date \_\_\_\_\_ President/Date \_\_\_\_\_

*\*By signing, I agree that I have read the house rules, understand them completely, and agree to follow them.*

## **STATEMENT OF UNDERSTANDING**

I \_\_\_\_\_, Agree to the following:

1. I have read and understand the Probational Guidelines for Oxford House. I understand they must be followed, for a full 30-day period and until I have a zero-balance owed to the house. I understand that in order to come off the Probational Guidelines, it must be voted on in a house meeting and I need to be at a zero balance with the house.
2. If I have not begun paying my share of the weekly household expenses I will be placed on a 30 day financial contract and given a period of 7 days to make the 1<sup>st</sup> payment on the contract, if I do not pay the house I will be asked to leave during the following weeks house meeting after the week I am placed on the financial contract.
3. If my behavior is disruptive, I understand this is a reason for expulsion. Disruptive behavior is defined as behavior which is interrupting the daily flow of the house. I will 1<sup>st</sup> be placed on a 30 day Behavioral Contract which will outline the behavior I have shown and the ways to change it, the contract will be reviewed every week in the house meeting and if I have not changed the behavior I will be asked to leave.
4. If I am on Probation or Parole, it is my responsibility to immediately inform my Probation or Parole Officer of a Financial and/or Behavioral contract when I am placed on it by the voting members of the house. I will provide my Officer with a written copy of the contract.
5. If I am found to be in violation of my contract, it is grounds for expulsion and my membership in the house will be voted on.

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

**A copy of this application will be provided to Probation and Parole upon acceptance to a house. RE-ENTRY APPLICATION WILL NOT BE REVIEWED UNLESS SIGNED.**

## **FILL OUT YOUR APPLICATION IN FULL OR IT WILL NOT BE PROCESSED**

To be accepted in an Oxford House an applicant must complete this application and be interviewed by the residents of an Oxford House. The residents of the house then vote on acceptance. An 80% affirmative vote is required to be accepted. Carefully read the application and honestly answer the questions. Living in an Oxford House is special and if you understand its value it can help you achieve comfortable sobriety without relapse.

### **What is an Oxford House?**

An Oxford House is an affordable, alcohol and drug-free living environment for individuals in recovery from alcoholism and/or drug addiction. All Oxford Houses have common characteristics.

- Each house is democratically self-run by the members
- Each house is financially self-supporting, responsible for all household expenses
- Each house must expel any member who returns to using drugs or alcohol

### **Are there any requirements to live in an Oxford House?**

- 1) No drinking or using
- 2) Pay your EES [Equal Expense Shared]
- 3) No disruptive behavior

Disruptive behavior can encompass many things but the bottom line is if an individual's behavior is a disruption to the normal flow of house operations, then that will be considered disruptive. Violence and threat of violence will be dealt with by the house and treated as a relapse and the person involved will be asked to leave, in most cases immediately.

Past experience with the first Oxford House proved that expelling the member that returned to alcohol or drugs no matter how briefly protects the house for the other members. If a member relapses on drugs and/or alcohol he/she will be asked to leave immediately. The individual can make arrangements with the house to get his/her personal belongings within a reasonable time frame. The house may choose to notify the Community Corrections Officer that the individual no longer lives at the house and state the reason why.

You will be required to pay the house a \$100-\$150 Non-refundable fee. EES varies with each house, \$110-\$150, per week. If and when you are accepted into a house, we will send an acceptance letterhead for home placement. EES covers all utilities and phone. (Again each house varies but most houses include cable, TV, laundry detergent, paper towels, toilet paper, coffee and so on)



## **Things to do while you are incarcerated:**

Oxford Houses' main goal is to provide self-sufficient affordable housing for individuals recovering from alcohol and/or drug addiction. Oxford House is not a treatment facility. Therefore, Oxford House recognizes most forms of substance abuse treatment, and the 12 step programs of Alcoholics Anonymous, Narcotics Anonymous and other 12 step groups. There are ways for you, the incarcerated, to start work on these things now. We receive too many applications to process and accept all who apply; it is those individuals who are currently working on their recovery from addictions that will receive the higher priority to get into an Oxford House.

There are special requirements to be an Oxford house member when using this incarceration process. Due to past experiences we ask that you try to pay your EES before move-in. This accomplishes two things. One, your placement in an Oxford House is guaranteed and two, it protects the house financially. If you do not show up on the day and time designated, if you move on from Oxford House within the first month, relapse or pose any threat to the house, you will forfeit any and all money paid to the house for that first month.

You will be on a restrictive probationary period. (30 days – and a zero balance owed to the house). This will include going to a predetermined number of 12 step meetings (5 per week), getting a sponsor within 2 weeks, getting a job within 2 weeks and a curfew time. This probation is the same in every house. After the initial month, you will have all privileges granted by a majority vote by other house members; however, if you have not successfully followed the probation guidelines your probation can be extended or your membership in the house can be terminated. What happens if I can't get the move in costs?

There are cases in which reentry simply cannot come up with the money before he/she moves in, some houses work with the individual and will give them an appropriate amount of time to find employment and start getting a pay check (usually 2 weeks). In this case, you are required to pay 75% of your weekly income until you become current in your rent. There are many resources out there and we have found that if an individual really wants to get into an Oxford

House, he/she will use whatever resource to come up with funds. If you do not have any family or friends to ask, we suggest you try churches or other non-profit organizations. We have seen many reentry get funding through these types of resources.

**What if I don't get accepted?**

If for whatever reason you don't make it through this process, it is easier to get into a house when you are released. Some houses will allow you to move in before you have the full amount of the move in costs. If you find you are unable to get funding for Oxford House while in prison, Be sure to contact us once you are released because you will find it is simpler to get accepted into one of the houses and your chances of staying clean and sober are much greater with the peer support of an Oxford House.

**Please Email Completed Applications to the Following:**

**[reentryky@oxfordhouse.us](mailto:reentryky@oxfordhouse.us)**

**(502) 830-8082**