

Thank you for your interest in Refuge of Grace. We've been praying that God would bring women like you to us and excited that you may be one of those women! We know that you have been facing significant trials in your life and perhaps gotten sucked into using drugs or alcohol, practiced habits of self-harm, developed unsafe eating habits, or unplanned pregnancy.

Refuge of Grace was established because we believe God can be your refuge and strength, an ever-present help in trouble. God has been our refuge and strength. We are overwhelmed by the goodness and compassion of God. We've experienced the hope God gives and we are eager for you to know it too. Our vision is to work beside you as God works in your life to bring beauty out of ashes.

You may be at a point in your life where you've become enslaved to destructive habits or you have been hurt time and again. It may be that just when things seem to get better, something else hits. You've been trying to cope but the pit seems to get deeper and the darkness darker. You may have begun to realize that practices like drugs or addictions could provide freedom from problems have turned out to be an ugly master that demands more and more from you - more drugs, deeper cuts, etc. It stinks!

God offers Himself as a new master. Romans 6:16 tells us we have the choice whom we will be slaves to - sin or God. God is a master who is compassionate, loving, merciful, and gracious. He urges "Come to me, all you who are weary and burdened, 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 will find rest for your souls. For my yoke is easy and my burden is light." (Matthew 11:28-30).

Make no mistake. We are talking about a master. We are talking about putting one's trust in God and doing it His way. Making Him. God is a jealous God and will not put up with another master in life. In fact, He clearly says that if we choose to run after other masters, our sorrows will increase. You have a choice. You can continue to hope in your old ways of doing things or you can trust in God. If you do trust in God you can expect to not just have hope but to overflow with hope (Romans 15:13). Think about what overflowing with hope would look like. Has that been your experience so far?

You need to understand that the program at Refuge of Grace is tough. It is very structured and will take hard work on your part. Changing is not an overnight process but takes sustained daily effort over a long period of time. You won't always feel like persevering but, by God's grace, you can. Christ endured when it got really hard and He will help you do it too. We will do everything we can to help you. Please be aware that Refuge of Grace exists to help women like yourself by giving you the opportunity to learn a new way of living, a more beneficial method of handling problems, and a chance to be completely committed to pleasing God growing to become more like Christ. Making a decision to come to Refuge of Grace will be difficult for you and your family.

Please be aware that the guidelines that have been given to you are for real and your decision to come to Refuge of Grace means that you will willingly submit yourself to operating under the authority of God, the Board of Directors, Leadership, volunteers, and within the boundaries and guidelines of this program.

In closing, I would like to take the opportunity to encourage you from Romans 8:18-21. The Apostle Paul says in this passage that one day you could look back on this painful period of life and be able to say "It was worth it!" because of all of the good God can accomplish in you during this time. Hebrews 11:12 says "For at the moment all discipline seems painful rather than pleasant, but later it yields the peaceful fruit of righteousness to all those who have been trained by it." God promises that he will never waste your pain! If you are willing to allow Him to work in your life through His Word, one day you will be able to look back on this painful period of time as a difficult but absolutely beneficial season in your life. If you are willing to take some steps of growth through the ministry of Refuge of Grace, this could be an opportunity to allow God to work through your present sufferings to begin bringing about glorious freedom in your life. So, if the Son sets you free, you will be free indeed (John 8:36).

In His Grip,

Leigh Littrell Founder

### **Program Description**

#### SEASON ONE

\*Orientation - no fee required until resident is employed at which time, resident begins to pay Refuge of Grace program fee

\*Topics that may be covered include:

Bible studies

Addiction

Anger management

Parenting

Budgeting

Basic computer skill

Relationship

Attending church weekly

Cooking

**Fitness** 

Obtaining GED, if needed

Basic chores (yard work, house cleaning etc.)

- · Random drug screening
- Volunteering within the community

#### **SEASON TWO**

- · Begin part/full time employment
- · Begin to develop relationships with children and family
- Visitations with children. At the leadership direction and approval, children begin overnight visits with the intention of permanent living status. All visits and living arrangements will be considered based on the resident's status in the program and determined and approved by Leadership.
  - · Continue classes in the evening
  - · Continue counseling, as needed
  - · Random drug screening
  - Evaluation by the leadership is required in order to move to next season and implementation of Season 3 goals.

SEASON THREE OPTIONAL

# Refuge of Grace Resident Application/Assessment

Date	Instructions: The applicant	must complete the en	tire applica	ation with no additional	help.
Full Nam	e				
	Date of birth				
	ddress				
	address				
	umber				
	name(s) and phone number tha				
Contact i	iame(s) and phone number tha	it can also be used to i	each you a	nd what is their relationsi	iip to you.
Do you h	ICATION ave a copy of your birth certific ave a copy of your driver's lice ave a copy of your social secu	nse or state ID?			
Marital st	ONSHIP BACKGROUND ratus: (circle one) married ratus other's name?			widow single live toge Length of relati	
Address	of significant other				
<ul> <li>Non-hor</li> <li>Mother</li> <li>Domest</li> <li>Mother</li> <li>Emerge</li> <li>Transition</li> <li>Psychian</li> <li>Substant</li> <li>Hospitant</li> <li>Jail/prist</li> <li>Rental Interpretable</li> <li>Own hor</li> </ul>	on nousing	elatives/friends s/friends sons	cations)		
<ul><li>General</li><li>Employ</li><li>Unempl</li><li>WIC</li><li>Child su</li><li>Food st</li><li>Suppler</li></ul>	HAVE ANY SOURCES OF IN I public assistance oyment income oyment benefits amps mental security income (SSI) security disability income (SSDI)		Amount: Amount: Amount: Amount: Amount: Amount: Amount:		

Social security		Amount:	
Veterans benefits		Amount:	<del></del>
Medicare		Amount:	
Medicaid     Other (please specify)		Amount:	
		Amount:	<del></del>
EDUCATION			
Highest grade complete Date		Location	
Last school attended			
Location		When	n
MY PERSONAL EDUCATIONAL GOAL	. IS		
EMPLOYMENT HISTORY (most recent to Employer Name			
Address			
Employed from (date)			
Wage Job Description			
Reason for leaving			
Employer Name			
Address			Phone
Employed from (date)			
Wage Job Description			
Reason for leaving			
Employer Name			
Address			_Phone
Employed from (date)	_ to (date)		
Wage Job Description			
Reason for leaving			
Employer Name			
Address			Phone
Employed from (date)			
Wage Job Description			
Reason for leaving			
CHILDREN		_	
Name		Age	Gender
Child's father name		(*k*. (k*!*)	Fail 1
Who has legal custody?	Rela	itionship to child?	For now long?
Who has physical custody?	F	kelationship to child?	For how long?
Name		Age	Gender
Child's father name			· · · · · · · · · · · · · · · · · · ·
Who has legal custody?			
Who has physical custody?	F	Relationship to child?	For how long?
Name		Age	Gender
Child's father name			
Who has legal custody?	Rela	tionship to child?	For how long?

Who has physical custody?	Relationship to child?	For how long?
Name	Age	Gender
Child's father name		
Who has legal custody?	Relationship to child?	For how long?
Who has physical custody?	Relationship to child?	For how long?
If it becomes possible, do you have any	y special concerns about your children i	moving to Refuge of Grace?
	? If so, what?	
Frequency	Prescribed by	
Do any of your children have behaviora be addressed:	al problems? If so,	list name and behavior that needs to
Have any of your children been diagno	sed with a mental illness?	If so, complete the following.
	 Diagnosis	
Has child received treatment (case manual outpatient treatment? If yes,	nagement, medication management, co	unseling, mobile crisis, in or
Has child had thoughts of hurting them	selves or others? If yes, when v	vas the last time the child thought
	sed with a mental illness? Diagnosis	
Has child received treatment (case ma	nagement, medication management, co	unseling, mobile crisis, in or
Has child had thoughts of hurting themations about hurting themselves or others?	selves or others? If yes, when v	vas the last time the child thought

### **MEDICAL HISTORY**

Refuge of Grace does not discriminate based on medical history or diagnosis but is not equipped for certain medical conditions. Refuge of Grace is not responsible for medical care for residents. Staff will make referrals to community physical and mental health providers when the need arises. All residents must be ambulatory and able to perform activities of daily living. Information provided below will be protected and will not be shared with individuals without written consent by the applicant. The information below will help Refuge of Grace to ensure that you receive the most appropriate and timely services.

#### Do you have a history of any of the following (circle all that apply)

Dental disease Asthma
Alcohol abuse Diabetes
Drug abuse Tuberculosis
Depression Epilepsy

Child Protective Services Migraine headaches

HIV/AIDS and related diseases Skin sores

STD's Trouble breathing

Domestic violence (as a child) Low/High blood pressure

Domestic violence (as an adult) Sexual abuse

Kidney/Bladder Other (please explain)	Abortion (if so, how many)
Please list any service agencies/procircumstances along with their addr	oviders (and contact persons) that work or worked with you on any of the above esses and phone numbers.
	nents, and current medications: Please be aware that if you have or develop than two weeks, you will need to look for another placement as Refuge of Grace or medical treatment on-site.
	Name of OB/GYN
Date of last appointment	Date of next appointment
Have you been receiving any prena	tal care? If so, where?
Are you able to perform Housekeeping chores	(such as laundry, dusting, cooking, cleaning, mopping etc. if instructed)
Yard/garden work If you are unable to perform any of	(raking, hoeing, planting, weeding, etc. if instructed) the above, what is the reason?
List any physical disabilities Refuge	of Grace would need to accommodate
	NamePhone
Have you ever been a perpetrator in Have you ever witnessed domestic Have you ever been a victim of sex	victim in domestic violence? n domestic violence?
Bi-Polar if yes, whe List your symptoms	any of the following psychological or mental illnesses  by whom If, what
List your symptoms	by whom If, what
Schizophrenia if yes, wh	en by whom  If. what

Autism	if yes, when	by whom	
List your symptom	s		
Were any med pre	scribed? If, wh	at	
Depression	if ves when	by whom	
List your symptom			
Were any med pre	scribed? If, wh	at	
Were any med pre	scribed? If, wh	at	
Have you ever be	en tested for		
Hepatitis A	Date/location of last test		Result
			Result
Have you ever had	I treatment for HIV or AID	OS? If yes, exp	lain
-		-	If yes, did you have it?
and what medical	condition were you treate	d for	If yes, when was your last hospitalization
Name and location	of facilityome?		When?
1. Drug of choice _ a) Age of f b) Frequer c) Date of	irst use ncy Used Last Use	m Drug	
b) Frequer c) Date of	irst use ncy Used Last Use	m Drug	
b) Frequer c) Date of d) Longesi 4. Drug of choice _	irst use ncy Used Last Use t Period of Abstinence fro	m Drug	
a) Age of f	irst use		
b) Frequer	ncy Used		

d) Longest Period of Abstine	ence from Drug
5 Davis of chairs	
5. Drug of choice	
a) Age of first use	
c) Date of Last Use	
	ence from Drug
d) Longest i enod of Abstine	nice nom brug
6. Drug of choice	
a) Age of first use	
b) Frequency Used	·····
c) Date of Last Use	
d) Longest Period of Abstine	ence from Drug
(If more space is neede	d, please attach a separate sheet or write on the back of this page)
LEGAL HISTORY PAST AND PRES	SENT
	sing? Do you have any outstanding debts examples would
	d support, credit cards, loans, student loans, utilities, phone, restitution,
	···
nospital, etc. Il yes, piease list amot	unts and to whom:
	· · · · · · · · · · · · · · · · · · ·
Are you currently on probation	parole?
If yes, for what charge(s)	
In what county and state	
Probation/parole officer(s)name	
Phone number	<del></del>
In what county and state	
Probation/parole officer(s)name	
Phone number	
	<del></del>
In what county and state	
Probation/parole officer(s)name	
Phone number	<del></del>
WHAT IS THE NATURE OF YOUR	
WHAT IS THE NATURE OF TOUR	CURRENT & PAST CHARGES?
Date of arrest	_ Place of arrest
Nature of Charges/Arrests	
Outcome/time served/or pending	Court date
Attorney	Phone number
Date of arrest	Place of arrest
Outcome/time served/or pending	Court date
Attorney	Phone number
	Place of arrest
Outcome/time served/or pending	Court date
Attorney	Court date Phone number
•	i nono nambon
Date of arrestNature of Charges/Arrests	Place of arrest

Outcome/time served/or pending Attorney	Court date Phone number	
	Place of arrest	
Nature of Charges/Arrests		
Outcome/time served/or pending	Court date	
Attorney	Court date Phone number	
Date of arrest	_ Place of arrest	
Nature of Charges/Arrests		
Outcome/time served/or pending	Court date	
	Phone number	
	_ Place of arrest	
Nature of Charges/Arrests		
Attorney	Court date Phone number	
	back of this page or a separate sheet if you need additional space to answer)  elf is	
M	1.9146	
My personal goal and dream for my o	child(ren) is	
Why would you like to be a resident a	at Refuge of Grace?	
How do you feel about a commitmen	t of 12-18 months?	
How do you feel about participating in	n community livings?	
How do see the program of Police of	of Grace helping you to become self-sufficient?	
Tiow do see the program of Keruge C	of Grace helping you to become self-sufficient:	
How do you feel about the necessary	y resident rules and restrictions?	
What are your expectations of Refuge of Grace?		

Why do you want to be considered for acceptance in the Refuge of Grace program and benefit from it?	how you feel you would
Refuge of Grace is a faith-based, Christ-centered ministry and participation in religious a study, church, prayer, quiet time, etc.) is a requirement. What religion(s) or spiritual organisms affiliated with, if any, in the past or currently?	anizations you have beer
Where do you see yourself spiritually?	
f you have a personal relationship with Jesus Christ, write your testimony including beforand while you have been.	re you were incarcerated

Is there anything else you think is important for Refuge of Grace to know about you that has not been covered by any questions in this application?

#### **ADMISSIONS PROCESS**

After Refuge of Grace receives your application, if determined that you meet criteria for consideration to the program, your name will be placed on a list for an interview by Refuge of Grace staff. After the interview, you will receive a letter of approval or denial in the mail. If it is determined you do not meet criteria for various reasons, you will receive a letter of explanation. Please do not hesitate to contact the office if you have any questions. Thank you for your interest in Refuge of Grace. We are excited about the possibility of serving you!

### Please return completed application to:

Refuge of Grace Admissions Team P.O. Box 1583 Decatur, AL 35602

## STATEMENT OF UNDERSTANDING AND AGREEMENT

This is to certify that I understand and agree to the following terms and conditions while receiving services through Refuge of Grace:	h
1. I, understanding that if I am accepted to Refuge of Grace, I am a voluntary/ court ordered admission to Refuge of Grace, and understand that it has been determined through assessment of my drug or alcohol use and am eligible for residential rehabilitation. I understand also that I will be under approximately a 30-day trial period at which time I will be re-evaluated as to whether or not Refuge of Grace is the right program for me.	
2. I understand that Refuge of Grace is a NO SMOKING facility.	
3. I hereby consent to provide urine and/or saliva samples for alcohol and screening upon request so long as I remain in residence at Refuge of Grace, and that I am subject to immediate dismissal from the program if any chemical use is discovered. Nonconformity of this policy could result in a "positive drug test" to be recorded.	
4. I do hereby give my consent to Refuge of Grace staff to search my room and personal property at any time deemed necessary as long as I remain a resident of Refuge of Grace, whether I am present or not. I also understand that the Refuge of Grace home is under 24/7 audio and video surveillance.	
5. I do hereby waive all rights to claim suit against Refuge of Grace and the Board of Directors and/or anyone associated with Refuge of Grace.	
6. I do understand that Refuge of Grace is a non-medical/detox facility. If I should require medical treatment, I authorize Refuge of Grace staff to arrange for any treatment, but it is understood that any expenses incurred are my sole responsibility and not the responsibility of Refuge of Grace. In the event of a medical emergency I authorize Refuge of Grace to contact the following persons:	
Name	
Relationship to client	
AddressPhone	_
Name	
Relationship to client	—
AddressPhone	—
7. I understand that I have the right to revoke this agreement by voluntarily discharging myself from the program, such time I am no longer bound under any authorization I initially agreed to accept to the extent of actions that ha already been taken in reliance through my initial authorization.	
Signature Date:	
Witness Date:	

# **HOUSE RULES**

(Please initial by each)

Use and/or possession of alcohol, drugs, or any mood-altering chemicals including prescription narcotics are not permitted. Use and/or possession of these chemicals will result in immediate expulsion from the program.
Residents are subject to random drug and alcohol screens any time deemed necessary. Failure to pass these screens or refusal to take screens will result in immediate discharge from Refuge of Grace.
Smoking is not permitted at any time. Random nicotine screens will be performed. Any such incident will require disciplinary measures and could result in expulsion from the program.
Speech and communication should be honoring and uplifting. NO PROFANITY is acceptable at any time. Although every household will experience conflict, the purpose for resolving the conflict is to reach a healthy resolution not to be wounding. Resident is expected to approach conflict with this goal in mind. If there is a need for intervention, ask Leadership or Staff to help bring resolution. Conflict resolution is a skill that can be learned.
Truth is expected at all times. Lying, deception, and failure to communicate truth will require disciplinary measures and could result in expulsion from the program.
Let no corrupting talk come out of your mouths, but only such as is good for building up, as fits the occasion, that it may give grace to those who hear.  Ephesians 4:29
Let there be no filthiness nor foolish talk nor crude joking, which are out of place, but instead let there be thanksgiving. Ephesians 5:4
No physical or verbal threats or assaults will be tolerated against any Leadership, Staff, volunteers, or resident. One should always respect authority and each other. Any such incident will require disciplinary measures and could result in expulsion from the program.
Remind the people to be subject to rulers and authorities, to be obedient, to be ready to do whatever is good, slander no one, to be peaceable and considerate, and always to be gentle toward everyone. At one time we too were foolish, disobedient, deceived and enslaved by all kinds of passions and pleasures. We lived in malice and every, being hated and hating one another. But when the kindness and love of God our Savior appeared, he saved us, not because of righteous things we had done, but because of his mercy. He saved us through the washing of rebirth and renewal by the Holy Spirit, whom he poured out on us generously through Jesus Christ our Savior, so that, having been justified by his grace, we might become heirs having the hope of eternal life. This is a trustworthy saying and I want you to insist on these things, so that those who have trusted in God may be careful to devote themselves to doing what is good. These things are excellent and profitable for everyone.  Titus 3:1-8
Stealing will result in immediate discharge from the Refuge of Grace program.
No men or mates are allowed on the property at any time unless preapproved and supervised by Leadership and/or Staff. No fraternizing which includes associating with or forming friendships with someone not approved by Leadership. Leaving the Refuge of Grace home without permission will result in immediate expulsion. Absolutely no sexual activity on or off the property will be tolerated. Participation in these activities will result in immediate dismissal.

from the program.

Residents are required to atter enrichment classes.	nd and complete all required classes, meetings, and
from Leadership which includes no lo	leep during daytime hours unless you have prior approval ounging on the sofa. Residents are expected to rise at the scheduled. Moving from the bed to the sofa is not allowed. Nightclothes may ne.
Leadership and/or Staff reserve to insure the serenity and security of	es the right to perform a room search at any time deemed necessary Refuge of Grace.
Each resident is to be in their r	oom no later than 9:45pm with lights out at 10pm.
	th sanitation, food and drinks are not allowed to be eaten or stored in bottled, or fountain sodas including diet, energy drinks, etc. are
	e of Grace property at all times unless permission has been granted dents are not allowed on front porch but may sit on the brick patio in eadership and/or Staff.
	right to read all incoming and outgoing mail for the protection of the mail from jails or prisons will be permitted unless pre-approved by
classes. No television is allowed in a	common area is used solely for watching approved movies and video a resident's room. No R-rated movies or secular books and/or e of Grace home. No secular music is allowed. Movies may be pproval of Leadership.
Residents will maintain the volunteer or privilege will be taken away	ume of radio and television to a volume respectful of others in the
Burning candles or incense is p	prohibited.
Refuge of Grace dress code:	No inappropriate graphic t-shirts No facial/tongue piercings of any kind No short-shorts No cleavage showing No bare stomachs showing Bras must be worn No tight clothing No unusual hair color
counter medicine for more than 2 we and get a prescription to continue ov	te medicines as prescribed or needed. Resident taking over-the- eeks or the prescribed time on the bottle must be seen by a doctor ver-the-counter medicine. Prescription medicine will be dispensed as counter or prescribed, will be in a locked cabinet. Resident will sign the medicine in the presence of staff.
All residents should respect oth	er's privacy and dress and un-dress in private.
When away from Refuge of Gra	ace, all residents will remain together as a group at all times with the

If you don't know or understand something, never assume clarification!	e. Always ask Leadership or Staff for
Refuge of Grace does not require an entry fee. A program secures employment, full or part-time. The program fee will be Refuge of Grace will provide all resident's needs while in the p	egin within 30 days of employment.
It is strictly forbidden for resident to ask anyone to purcha receive money or gifts.	ase something for them. Residents may not
Resident is also not to ask a volunteer to take them some approved by Leadership and communicated to the volunteer b not ask volunteer to purchase any items for them or to use the Leadership or 911.	y Leadership. Additionally, resident may
I understand that as a Refuge of Grace resident, I will be volunteer for all appointments including, but not limited to, doc't is resident's responsibility to admit and authorize Leadership	tor appointments, legal appointments etc.
Residents will not open the door to any visitor without the and/or Staff. Residents will not be outside the home without the Leadership.	·
No visitation will be permitted at Refuge of Grace home was Refuge of Grace Leadership or Staff.	vithout the presence and supervision of
Residents are to make requests via group text from the hanswer will be given within 72 hours after all of Leadership has is permitted before 7am or after 9pm, unless it is an emergence avoid being singled out to hear a request while resident expect of Leadership on the same page and keep the calendar accurate calendar in an attempt to maintain continuity.	s been able to discuss. No communication by. Following this protocol, Leadership will tts an answer from them. This will keep all
Rules are subject to change at any time deemed necessarine good of the residents. Residents will be notified of any charesident by Leadership and require resident's acceptance and	inges. All updates will be reviewed with
VIOLATION OF ANY RULE(S) OF THE PROGRAM MAY FIMMEDIATE DISMISSAL FROM REFUGE OF GRACE. By in accepted to Refuge of Grace, I understand and ag	initialing and signing this section when
Resident	Date
Leadership	Date

Revised July 2018