

COMMON GUIDELINES

Successful Oxford Houses focus on recovery, responsibility, accountability, communication, and unity.
Read the Manual. Follow the Traditions. Adhere to the Lease. Learn the Model.

1. **MEMBERSHIP:** Every member has a voice and a choice. New members within their first 30 days have restrictions on curfew times and overnights, along with increased 12-step meeting requirements. This is to help them get established with living in Oxford House and practicing a recovery program.
2. **EES:** (Equal Expense Shared): Everyone pays the same weekly expense. EES adjusts as vacancies change. Houses place members on financial contracts when they fall behind. Members more than 2 weeks behind are usually put on an ultimatum to get current or face expulsion. *Read Tradition 6.*
3. **HOUSE MEETINGS:** House meetings are mandatory. House meetings include weekly business meetings, interviews, and emergency meetings. All meeting minutes are documented. Approved absences include: work, school, vacation, or family/medical emergencies. *Read Tradition 2*
4. **RECOVERY MEETINGS:** Successful Oxford Houses have 12-step recovery as the cornerstone. *Read Tradition 4*
5. **CURFEW:** Houses implement curfews to bring structure into member's lives. Members late for curfew may be placed on a "no overnight" contract for a designated timeframe.
6. **OVERNIGHTS:** If having a guest or if staying out, communication with the house is important. Improper communication may result in a "no overnight" contract for a designated timeframe.
7. **GUESTS:** Members are responsible for their guests. Do not leave guests unattended in the house. Guests must not be active in addiction or under the influence of drugs or alcohol.
8. **MEDICATION:** Members are responsible for their own medications. Lock boxes are required. Pill counts may be asked. Doctor notes and/or prescription verification may be asked. *Read Tradition 7*
9. **CHORES/CLEANLINESS:** Chores will be assigned once a week at the weekly business meeting. Each member must keep their assigned area clean. One or two days may be designated as "chore days". Neglected or incomplete chores may result in consequences, such as fines, added chores, or deep cleaning. Rooms should be kept clean. Members are expected to clean up after themselves when cooking/eating. Personal items don't belong in common areas.
10. **BEDROOMS:** Bedrooms are private, and should be respected. Do not enter another bedroom without permission. Members in shared rooms should have mutual respect. Bedroom doors are not to be locked from the outside. Moving rooms is based on length of stay or house vote.
11. **CONFLICTS:** There will be times where houses need to solve conflicts. Be objective and focus on recovery principles. Put the house's well-being first. If a conflict persists, call the Chapter Housing Services Committee (HSC) for assistance. *Read Tradition 5*
12. **DISRUPTIVE BEHAVIOR:** Any continuous behavior that upsets the house as a whole or threatens the reputation of the house. Members may be put on a behavioral contract or expelled depending on the circumstances. Lack of quality recovery leads to chronic disruptive behavior. Nonpayment of EES is considered disruptive. *Read Tradition 3*
13. **WARNING/CONTRACT/EXPULSION:** No one is perfect. Members use accountability to help each other grow. All disruption is discussed as soon as possible. Severe disruption may need an emergency meeting called. Limited opportunity is given to correct negative behavior. Any contract placed on a member must be documented in the minutes and approved by a vote. Immediate expulsion is given for: relapse, violence, and blatant criminal activity. *Read Tradition 3*

OXFORD HOUSE -

GUIDELINES

Each Oxford 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) Nonpayment of Expenses; (3) Disruptive Behavior.

Recovery comes first and principles come before personalities. Addressing behavior should be done in the following order:
(1) Warning; (2) Contract; (3) Expulsion.

NEW MEMBERS (FIRST 30 DAYS)

1. No nights out. No overnight guests.
2. Midnight curfew.
3. Mandatory minimum of five 12-step meetings per week with meeting sheet signed.
4. Must attend 1 Chapter Mtg., 1 HSC Mtg., and 1 New member Orientation by day 60.
5. Removal from New Member restriction requires a zero balance and a majority vote in a House Meeting.

MEMBERS

1. Three total overnights per week. No more than 2 nights in a row.
2. 2:00 AM curfew.
3. Mandatory minimum of three 12-step meetings per week.
4. New Member restriction placed on any member behind in EES.

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

A successful Oxford House is built on the foundation of:

- RECOVERY
- RESPONSIBILITY
- ACCOUNTABILITY
- COMMUNICATION
- UNITY & FUN

By signing below, I acknowledge I have read and understand the guidelines of this house.

Member Signature: _____ Date: _____

President Signature: _____ Date: _____