

STEPS HOUSE INC.

PHASE CRITERIA

This outlines the criteria for successful completion of each of the 3 phases while at the Steps Program. Each Phase must be completed prior to entering the next phase. Your counselor and peers will determine when these goals have been met.

Phase I- Entry Level

- a. Sign in-out when leaving or departing House.
- b. Have full time employment
- c. Attend 8:30 am & 4:30 pm employment meeting in blue house office if you are unemployed, disabled, laid-off, or in between jobs.
- d. Participate in ALL house functions and 12 steps meetings. Non-Participation is excused only with prior staff approval.
- e. Read first 164 pages of the big book, Write all sentences with the word "MUST"
- f. Complete all written assignments and turn in to counselor, complete first step workbook, 1st Step summary and present in house meeting
- g. Restricted movement- you must have someone who is off restrictions with you when leaving the steps house property at all times (working or staff approval)
- h. 1 hour a week volunteer work
- i. Must have full time sponsor.
- j. Must have rent balance of \$0.00
- k. Curfew is 11:00 pm Monday- Sunday
- l. Must own Big Book and 12 & 12

Phase II-Stabilization

- a. Continue to meet all phase one requirements.
- b. Complete and present steps 2 & 3 in house meeting.
- c. Complete assignments and turn into counselor.
- d. Demonstrate consistent attitude towards all goals and responsibilities.
- e. 3 hours volunteer work each week.
- f. Maintain full time employment.
- g. Set-up and maintain independent savings account.
- h. Abide by curfew 11:00 pm Sunday –Thursday, Friday & Saturday 12:00 am
- i. Maintain full- time sponsor.
- j. Take on house responsibilities and manager or appointed duties.

Phase III- Pre-independent living:

- a. Continue adherence to phase 1 & 2 requirements.
- b. Independent savings adequate to obtain new residence.
- c. 4 hours volunteer work in office or community.
- d. Mentoring role with newcomers.
- e. Abide by curfew 12:00 am Sunday-Thursday / Friday & Saturday 1:00 am

Staff members and peers prior to advancement to next level will evaluate each resident. If a resident does not maintain their phase requirements he will return to the previous phase until those requirements are met again.