

# Men's Recovery Program **HANDBOOK**



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## HMRP Tenets of Faith

**The Holy Bible is the fully inspired Word of God. It is the only infallible, sufficient, and authoritative rule of faith and practice.**

- How can a young man keep his way pure? By guarding it according to your word. **Psalm 119:9**
- Sanctify them in the truth; your word is truth. **John 17:17**
- All Scripture is breathed out by God and profitable for teaching, for reproof, for correction, and for training in righteousness, that the man of God may be complete, equipped for every good work. **2 Timothy 3:16-17**
- And we have the prophetic word more fully confirmed, to which you will do well to pay attention as to a lamp shining in a dark place, until the day dawns and the morning star rises in your hearts, knowing this first of all, that no prophecy of Scripture comes from someone's own interpretation. **2 Peter 1:19-20**

**There is one God, the personal creator of the universe, who exists eternally in three persons: the Father, the Son, and the Holy Spirit.**

- Hear, O Israel: The Lord our God, the Lord is one. **Deuteronomy 6:4**
- The grace of the Lord Jesus Christ and the love of God, and the fellowship of the Holy Spirit be with you all. **2 Corinthians 13:14**
- According to the foreknowledge of God the Father, in the sanctification of the Spirit, for obedience to Jesus Christ and for sprinkling with his blood: May grace and peace be multiplied to you. **1 Peter 1:2**
- But you, beloved, building yourselves up in your most holy faith and praying in the Holy Spirit, keep yourselves in the love of God, waiting for the mercy of our Lord Jesus Christ that leads to eternal life. **Jude 1:20-21**

**Adam, the first divinely created human being, was created in the image of God. Adam willfully disobeyed God and, as a result, incurred both physical and spiritual death. Through this, all mankind is born with a sinful nature and is subject to the same penalty. -**

- Then God said, "Let us make man in our image, after our likeness. And let them have dominion over the fish of the sea and over the birds of the heavens and over the livestock and over all the earth and over every creeping thing that creeps on the earth." So God created man in His own image; in the image of God, he created him; male and female, he created them. **Genesis 1:26-27**
- Whoever sheds the blood of man, by man shall his blood be shed, for God made man in his own image. **Genesis 9:6**
- For all have sinned and fall short of the glory of God, **Romans 3:23**
- Therefore, just as sin came into the world through one man, and death through sin, and so death spread to all men because all sinned—... But the free gift is not like the trespass. For if many died through one man's trespass, much more have the grace of God and the free gift by the grace of that one man Jesus Christ abounded for many. **Romans 5:12, 15**

**The Lord Jesus Christ, who is completely divine from all eternity and completely human from His virgin birth, lived a sinless life, submitted to death as a substitutionary sacrifice for the sins of mankind, and was raised again on the third day. He is the only Savior of mankind. -**

- She will bear a son, and you shall call his name Jesus, for he will save his people from their sins.” All this took place to fulfill what the Lord had spoken by the prophet: “Behold, the virgin shall conceive and bear a son, and they shall call his name Immanuel” (which means, God with us). **Matthew 1:21-23**
- This Jesus is the stone that was rejected by you, the builders, which has become the cornerstone. And there is salvation in no one else, for there is no other name under heaven given among men by which we must be saved.” **Acts 4:11-12**
- Who, though he was in the form of God, did not count equality with God a thing to be grasped, but emptied himself, by taking the form of a servant, being born in the likeness of men. And being found in human form, he humbled himself by becoming obedient to the point of death, even death on a cross. Therefore God has highly exalted him and bestowed on him the name that is above every name, so that at the name of Jesus every knee should bow, in heaven and on earth and under the earth, and every tongue confess that Jesus Christ is Lord, to the glory of God the Father. **Philippians 2:6-11**
- He is the propitiation for our sins, and not for ours only but also for the sins of the whole world. **1 John 2:2**

**Salvation for mankind comes only by grace through faith in Jesus Christ as both Lord and Savior, accompanied by godly repentance.**

- “For God so loved the world, that he gave his only Son, that whoever believes in him should not perish but have eternal life. **John 3:16**
- For by grace, you have been saved through faith. And this is not your own doing; it is the gift of God, not a result of works, so that no one may boast. **Ephesians 2:8-9**
- You, however, are not in the flesh but in the Spirit if, in fact, the Spirit of God dwells in you. Anyone who does not have the Spirit of Christ does not belong to him. **Romans 8:9**
- He saved us, not because of works done by us in righteousness, but according to his own mercy, by the washing of regeneration and renewal of the Holy Spirit, whom he poured out on us richly through Jesus Christ our Savior, **Titus 3:5-6**

**Jesus Christ will personally, visibly, and triumphantly return. At His return, all mankind will be resurrected bodily, the just to eternal life with God and the unjust to everlasting punishment in hell.**

- I tell you this, brothers: flesh and blood cannot inherit the kingdom of God, nor does the perishable inherit the imperishable. Behold! I tell you a mystery. We shall not all sleep, but we shall all be changed, in a moment, in the twinkling of an eye, at the last trumpet. For the trumpet will sound, and the dead will be raised imperishable, and we shall be changed. For this perishable body must put on the imperishable, and this mortal body must put on immortality. **1 Corinthians 15:50-53**
- For the Lord, himself will descend from heaven with a cry of command, with the voice of an archangel, and with the sound of the trumpet of God. And the dead in Christ will rise first. Then we who are alive, who are left, will be caught up together with them in the clouds to meet the Lord in the air, and so we will always be with the Lord. **1 Thessalonians 4:16-17**

- And just as it is appointed for man to die once, and after that comes judgment, **Hebrews 9:27**
- Then I saw a great white throne and him who was seated on it. From his presence, earth and sky fled away, and no place was found for them. And I saw the dead, great and small, standing before the throne, and books were opened. Then another book was opened, which is the book of life. And the dead were judged by what was written in the books, according to what they had done. And the sea gave up the dead who were in it, Death and Hades gave up the dead who were in them, and they were judged, each one of them, according to what they had done. Then Death and Hades were thrown into the lake of fire. This is the second death, the lake of fire. And if anyone's name was not found written in the book of life, he was thrown into the lake of fire. **Revelation 20:11-15**

**The Baptism of the Holy Spirit is available to all believers as a distinct experience, given to endue the believer with power from God, to offer an inspired witness for Christ, to lead the believer in a life of holiness, and to equip for a Spirit-filled life of service.**

- If you then, who are evil, know how to give good gifts to your children, how much more will the heavenly Father give the Holy Spirit to those who ask him!" **Luke 11:13**
- And while staying with them, he ordered them not to depart from Jerusalem, but to wait for the promise of the Father, which, he said, "you heard from me; for John baptized with water, but you will be baptized with the Holy Spirit not many days from now." **Acts 1:4-5**
- As I began to speak, the Holy Spirit fell on them just as on us at the beginning. And I remembered the word of the Lord, how he said, 'John baptized with water, but you will be baptized with the Holy Spirit.' If then God gave the same gift to them as he gave to us when we believed in the Lord Jesus Christ, who was I that I could stand in God's way?" **Acts 11:15-17**
- How shall we escape if we neglect such a great salvation? It was declared at first by the Lord, and it was attested to us by those who heard, while God also bore witness by signs and wonders and various miracles and by gifts of the Holy Spirit distributed according to his will. **Hebrews 2:3-4**

**The Church, as the Body of Christ, being seen visibly in distinct local fellowships, is God's chosen instrument to manifest the knowledge of His glory throughout the earth.**

- And I tell you, you are Peter, and on this rock, I will build my church, and the gates of hell shall not prevail against it. **Matthew 16:18**
- To the church of God that is in Corinth, to those sanctified in Christ Jesus, called to be saints together with all those who in every place call upon the name of our Lord Jesus Christ, both their Lord and ours: **1 Corinthians 1:2**
- And he put all things under his feet and gave him as head over all things to the church, which is his body, the fullness of him who fills all in all. **Ephesians 1:22-23**
- So that through the church, the manifold wisdom of God might now be made known to the rulers and authorities in the heavenly places. This was according to the eternal purpose that he has realized in Christ Jesus our Lord, **Ephesians 3:10-11**

**Jesus Christ, upon ascending to the Father, commissioned all believers to take the Gospel to the ends of the earth. It is both the duty and privilege of believers to proclaim the Gospel, make disciples, and build the church with people from all the nations.**

- Go therefore and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, teaching them to observe all that I have commanded you. And behold, I am with you always, to the end of the age.” **Matthew 28:19-20**
- But you will receive power when the Holy Spirit has come upon you, and you will be my witnesses in Jerusalem and in all Judea and Samaria, and to the end of the earth.” **Acts 1:8**
- **Colossians 1:27-28** To them, God chose to make known how great among the Gentiles are the riches of the glory of this mystery, which is Christ in you, the hope of glory. Him we proclaim, warning everyone, and teaching everyone with all wisdom, that we may present everyone mature in Christ.
- But you are a chosen race, a royal priesthood, a holy nation, a people for his own possession, that you may proclaim the excellencies of him who called you out of darkness into his marvelous light. **1 Peter 2:9**

**Human beings are uniquely and divinely created by God in His image, and every person is sacred. Therefore, every person, from conception to natural death, possesses inherent dignity and immeasurable worth – including preborn children, elderly individuals, those with special needs, and others marginalized by society. Christians, then, are called to defend, protect, and value all human life.**

- Then God said, “Let us make man in our image, after our likeness. And let them have dominion over the fish of the sea and over the birds of the heavens and over the livestock and over all the earth and over every creeping thing that creeps on the earth.” So God created man in his own image, in the image of God, he created him; male and female he created them. **Genesis 1:26-27**
- Then the Lord God formed the man of dust from the ground and breathed into his nostrils the breath of life, and the man became a living creature. **Genesis 2:7**
- And for your lifeblood, I will require a reckoning: from every beast, I will require it and from man. From his fellow man, I will require a reckoning for the life of man. “Whoever sheds the blood of man, by man shall his blood be shed, for God made man in his own image. **Genesis 9:5-6**
- Rescue those who are being taken away to death; hold back those who are stumbling to the slaughter. **Psalms 24:7**
- For you formed my inward parts; you knitted me together in my mother’s womb. **Psalms 139:13**
- Behold, all souls are mine; the soul of the Father as well as the soul of the Son is mine: the soul who sins shall die. **Ezekiel 18:4**

**When God divinely created human beings, He created them male and female. As such, He created them different so as to complement and complete each other. God instituted monogamous marriage as a lifetime union between one man and one woman. Marriage was created as the foundation of the family and the basic structure of human society, with the purpose of glorifying God and as a picture of Christ and His church. God intends sexual intimacy to occur only between a man and a woman joined in marriage. Therefore, we perform marriages in accordance with the Bible consistent with the Old and New Testaments.**

- Therefore a man shall leave his father and his mother and hold fast to his wife, and they shall become one flesh. **Genesis 2:24**
- He answered, "Have you not read that he who created them from the beginning made them male and female, and said, 'Therefore a man shall leave his father and his mother and hold fast to his wife, and the two shall become one flesh?' So they are no longer two but one flesh. What therefore God has joined together, let not man separate." **Matthew 19:4-6**
- Wives, submit to your own husbands, as to the Lord. For the husband is the head of the wife even as Christ is the head of the church, his body, and is himself its Savior. Now, as the church submits to Christ, so also wives should submit in everything to their husbands. Husbands, love your wives, as Christ loved the church and gave himself up for her, that he might sanctify her, having cleansed her by the washing of water with the word, so that he might present the church to himself in splendor, without spot or wrinkle or any such thing, that she might be holy and without blemish. In the same way, husbands should love their wives as their own bodies. He who loves his wife loves himself. For no one ever hated his own flesh but nourishes and cherishes it, just as Christ does the church, because we are members of his body. "Therefore, a man shall leave his father and mother and hold fast to his wife, and the two shall become one flesh." This mystery is profound, and I am saying that it refers to Christ and the church. However, let each one of you love his wife as himself, and let the wife see that she respects her husband. **Ephesians 5:22-33**
- Or do you not know that the unrighteous will not inherit the kingdom of God? Do not be deceived: neither the sexually immoral, nor idolaters, nor adulterers, nor men who practice homosexuality, nor thieves, nor the greedy, nor drunkards, nor revilers, nor swindlers will inherit the kingdom of God. And such were some of you. But you were washed, you were sanctified, you were justified in the name of the Lord Jesus Christ and by the Spirit of our God. **1 Corinthians 6:9-11**
- Flee from sexual immorality. Every other sin a person commits is outside the body, but the sexually immoral person sins against his own body. Or do you not know that your body is a temple of the Holy Spirit within you, whom you have from God? You are not your own, for you were bought with a price. So glorify God in your body. **1 Corinthians 6:18-20**
- Understanding this, that the law is not laid down for the just but for the lawless and disobedient, for the ungodly and sinners, for the unholy and profane, for those who strike their fathers and mothers, for murderers, the sexually immoral, men who practice homosexuality, enslavers, liars, perjurers, and whatever else is contrary to sound doctrine, in accordance with the Gospel of the glory of the blessed God with which I have been entrusted. **1 Timothy 1:9-11**

*“For He looked down from His holy height; from heaven, the Lord gazed upon the earth, to hear the groaning of the prisoner; to set free those who were doomed to death.” Psalm 102:19-20*

## **I. Program Dynamics**

Vision Statement: We are an intentional Christ-centered Men’s Recovery Program built around a vibrant local church, cultivating change through the power of the Gospel.

Mission Statement: To seek the suffering and provide a place of refuge for healing, we will teach life-changing biblical truths, train them through discipleship, and equip them with the practical tools they need to be sent out to serve their local Church and community and live life successfully through Jesus Christ.

Heartland Men’s Recovery Program (HMRP) is tailored for those who recognize they have a life-controlling problem and need assistance in a structured environment that is firmly rooted in Christian principles.

HMRP is a 12-month program focusing on the Gospel of Jesus Christ and discipleship.

During the HMRP, residents will be assisted in their recovery through four program dynamics.

### **Spiritual Dynamic**

*“Come to Me, all who are heavy-laden, 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 shall find rest for your souls.”  
Matthew 11:28-29*

Heartland is a haven of spiritual healing, a place that provides an environment to find God, understand His plan, and His purpose for your life. Heartland is a place to be equipped for His service and to be sent out where and when He leads.

We desire that all who come to Heartland develop a personal relationship with the Lord Jesus Christ and develop a life-long wholeness and esteem for our Savior.

People lacking the fear of God find their lives in a cycle of serving selfish desires, making the wrong choices, and not having peace of mind and heart. We introduce the concepts of Christian living and personal responsibility. The Christian life is not abstract theology unconnected with life but has practical implications that will affect how we choose to behave each day. It is not enough to merely know the Gospel; we must let it transform our lives and let God impact every aspect of our lives.

A personal relationship with the Lord can only be nurtured appropriately and fully developed within and among a local body of believers. No one is called to be a lone Christian. Church life (living corporately on a daily basis) is essential to growth.

Residents are required to attend daily morning devotions, all scheduled church meetings and gatherings, various group meetings, and Bible studies. While enrolled, residents will be exposed to sound Biblical teaching, lifestyle principles, and healthy relationships.



## Service Dynamic

*“And whatever you do, do it heartily, as to the Lord and not to men, knowing that from the Lord you will receive the reward of the inheritance; for you serve the Lord Jesus Christ.” Colossians 3:23-24*

The primary purpose of the service program at HMRP is to teach our residents skills, direction, self-worth, interpersonal relations, conflict resolution, and to develop a lifestyle of serving as Jesus did. HMRP will provide opportunities for residents to serve with their local church and community. Establishing and maintaining a consistent work ethic is a vital part of the recovery process.

## Educational Dynamic

*“My people are destroyed from the lack of knowledge.” Hosea 4:6*

The need to educate residents in recovery is an essential part of discipleship. As Christians, we must be prepared when the adversary comes our way. Through Biblical education, residents will come to the “knowledge of understanding.” Residents are required to attend various Bible classes/programs.

Residents will be graded on their understanding of the class material and will need to attain a certain percentage to progress in the HMRP.

Residents who do not have a high school diploma are strongly encouraged to attend Hi-Set classes until they have successfully passed the Hi-Set test. HMRP provides an in-house Hi-Set class program available when four or more residents are willing to participate.

## Discipleship Dynamic

*“Therefore, if anyone is in Christ, he is a new creation; the old has gone, the new has come!”  
2 Corinthians 5:17*

Being addicted to various substances is not the central problem that we face. Addiction is an outward manifestation of an inward problem. Addiction is the result of a self-centered lifestyle that is driven by a soul-sick broken heart. The only way to fix a broken heart is to take it to the manufacturer, who is Jesus. At HMRP, we know that Jesus is the answer, and while you are here, you will be introduced to the Person of Jesus Christ and His saving power.

While at HMRP, you will receive one-on-one counseling sessions as well as weekly group meetings. The resident will attend classes, church, and daily chapel services. In the first 30-days, the resident will go through an orientation process. Upon completion of orientation, you will be placed in a group and assigned a group leader. Your group leader will walk you through an evaluation process, and an action plan will be developed to guide you in the recovery process. Addiction is curable; the Bible says, “so if the Son sets you free, you will be free indeed” John 8:36.

## II. Procedure for Entry

*“Come to Me all that are heavy burdened, and I will give you rest.” Matthew 11:28*

The recovery program is a voluntary one. Applications will be accepted only from people who are committed to a life change and who desire a personal growing relationship with Jesus Christ. All applicants will be required to sign a written contract stating they will commit to continuous spiritual growth while in the HMRP. At the completion of 30 days, 4, 6, 8, and 10-months in the program, all residents will be evaluated for their progress. If expectations/goals have not been reached by specific intervals, the resident may be subject to disciplinary action or discharge from HMRP.

Applicants must be 18 years of age or older to be considered for admission.

Applicants must be physically able and mentally stable to participate in service projects and group living situations.

Applicants who are using SSRIs, SNRIs, and TCA-type may be conditionally accepted. Applicants who take scheduled, controlled, narcotic, or medications with the potential for abuse must either be able to withdraw 30 days prior to enrollment or their application may be denied.

In the event of bed unavailability, applicants should contact our admissions office every week or two to determine program availability.

No resident is allowed to bring or store vehicles.

No resident will be admitted to HMRP who is currently taking controlled substances or narcotics. HMRP will administer over-the-counter and prescription medications.

Applicants must inform HMRP staff of all outstanding legal matters and court dates during the application process. We ask that legal matters are taken care of prior to entry, if possible. If legal matters arise during the program, we will try to make accommodations as deemed necessary by the Program Director.

**NOTE:** IF YOU ARE INCARCERATED, PLEASE DO NOT APPLY UNTIL YOU ARE WITHIN THREE MONTHS OF RELEASE.

### Admission Process

1. Download the application and handbook from the website ([hlandrecovery.org](http://hlandrecovery.org))
2. Read the entire handbook
3. Fill out the application form and send it via:
  - a. Fill out an online application: [hlandrecovery.org](http://hlandrecovery.org)
  - b. Fax to 1-816-817-1802
  - c. Mail to 500 New Creation Rd., Newark, MO 63458
  - d. [hmrpadmissions@hlcommunity.org](mailto:hmrpadmissions@hlcommunity.org)
4. After the application form has been submitted to the admissions office, call to set up a telephone interview.
5. Proceed to get your medical testing done, as indicated during a phone interview.
6. When you get your test results and physical exam done, please send via:
  - a. Fax them to 1-816-817-1802
  - b. Mail to 500 New Creation Rd., Newark, MO 63458
  - c. [hmrpadmissions@hlcommunity.org](mailto:hmrpadmissions@hlcommunity.org)

### Check-In Requirements

Mandatory upon entry, please bring these two types of valid identification:

1. Photo ID (driver's license, passport, or state photo ID)
2. Social Security Card (Original)
3. Birth Certificate (Original)

Residents are required to bring \$200 to pay for a return bus ticket and to cover transportation fees.

### Various Fees and Requirements

1. Residents are responsible for the purchase of toiletries, personal items, and clothing.
2. Residents will be required to pay transportation fees ranging depending on time and distance traveled.
3. Residents must surrender all cash, checkbooks, debit cards, and credit cards.

## **IV. Procedures for Discharge and Check-out**

### **Discharge / Re-Entry**

1. Court-appointed residents may be discharged from or choose to leave the HMRP. The sentencing court and probation/parole will be notified.
2. Discharged residents will not be reconsidered for re-admittance to the HMRP for a period of at least thirty days.
3. All outstanding obligations such as, but not limited to, property damage and other expenses must be paid at the time of discharge.
4. Rooms are to be left in good, clean condition. Only personal items are to be removed. All ministry-supplied equipment, furniture, décor, bedding, etc., are not to be removed.
5. HMRP is not responsible for any personal property left by the resident after their discharge from HMRP. Property that is left behind by a discharged resident becomes the property of HMRP.

## **V. Policies and Procedures**

### **Bedrooms**

1. HMRP provides all bed linens. Beds require a fitted sheet, a flat sheet, and a pillow with a pillowcase. Blankets are to be made up under the comforter.
2. Space and storage in bedrooms are limited. Only essential items for personal needs and comfort are allowed.
3. HMRP tries to maintain an environment with a theme of uniformity in furniture and décor. Therefore, the resident may not bring any decoration or furniture without the approval of the HMRP staff. This includes, but is not limited to, fans, lamps, glass picture frames, etc. Nothing is to be hung on the walls of the bedrooms.
4. Each resident is allowed a limited space located in a bookshelf headboard, which is reserved for family pictures, books, or other appropriate personal items.
5. Clothes (including coats) are to be hung up or neatly folded in the drawers or on the shelves.
6. All residents are required to purchase a shaving bag for personal toiletry items, which are to be stored in the plastic storage cabinets and are to be taken back and forth as needed.
7. Residents are not to bring the following items to HMRP: fans/heaters of any type; personal room accessories such as rugs, throws, comforters, bed linens, etc.; laundry baskets; footlockers, toolboxes, etc.; sporting equipment. Musical instruments are only permitted with prior staff approval.
8. All soiled laundry is to be kept in the appropriate containers and turned in nightly prior to curfew (9:30 p.m.).
9. Any item(s) not appropriately put away are at risk of being confiscated or thrown away.
10. No food, snacks, or drinks are to be stored or consumed in the resident's room. The only exception is that residents may store and have wrapped candy and one bottle of water.
11. Residents are not to rearrange room furniture or furnishings in any manner.
12. Residents are expected to turn off all lights and fans when leaving rooms.
13. HMRP reserves the right to conduct a search or have a search carried out of any room or of any resident's personal belongings if a search is deemed necessary.
14. Doors are to remain open from 6:30 a.m. to 5:00 p.m.
15. The resident is not allowed to lie down from 6:30 a.m. to 5:00 p.m.

### **Men's Program Living Policies**

1. Residents of HMRP are to obey the HMRP staff and volunteers.
2. No work shoes or boots are allowed in the building.
3. Residents will always be considerate and respectful to other HMRP residents.
4. Use the Chain of Command to handle issues.
5. Doors must stay open when visitors are in the rooms.

6. Please do not wear hats, caps, dew rags, or any other type of head covering when going to church, and they MUST be removed before entering the chapel.
7. Residents MUST get permission from the HMRP staff before leaving the boundaries of HMRP.
8. The resident is not allowed to get out of bed after lights out except to go to the bathroom.
  - a. The resident is to be on the hall by 9:00 p.m.
  - b. The resident is to be in bed and lights out at 9:30 p.m.
9. Cell phones, CD players, satellite radios, personal television, iPods, portable game players, laptops, or any other audiovisual, gaming, or communication equipment are prohibited. MP3 players may be purchased through YOUR group leader only. The only way you will be allowed to load music on your MP3 is to purchase a CD and have YOUR group leader download it for you. All music you purchase must glorify God.
10. Upon entry to HMRP, all baggage, luggage, bags, containers, etc., are to be surrendered to the HMRP staff for inspection.
11. HMRP reserves the right to inspect all items coming into the HMRP facility.
12. Upon returning from trips, visits, and outings, all packages will be inspected. Residents must notify staff prior to bringing items into the building.
13. Residents will submit themselves to random drug and nicotine tests at the discretion of the HMRP staff.
14. Visitors are not allowed access to the HMRP facility without expressed permission by the administration.
15. Playing cards and dice are not permitted and are considered contraband.
16. All buying, selling, and trading of any kind is strictly prohibited unless approved by your group leader.
17. No resident is allowed to sell items of any kind to another resident.
18. Residents are not allowed to render services of any kind to other residents in exchange for money.

### **Church Dress Code**

1. On Sunday morning and evening services, residents are required to wear a wrinkle-free dress collared shirt (long or short sleeve), wrinkle-free dress slacks, appropriate dress shoes, and a dress belt. A wrinkle-free tie is mandatory for Sunday morning church service.
2. On Wednesday gatherings, residents are required to wear a wrinkle-free casual collared shirt, appropriate wrinkle-free jeans or pants, and casual-type shoes. All shirts are required to be appropriately buttoned up.
3. No sandals will be allowed in a church service.
4. Bib overalls, shorts, logo or attention-grabbing clothing, T-shirts, sweatshirts, jerseys, hooded sweatshirts, or camouflage pants are not allowed during corporate church service.

### **Church Policies**

1. HMRP residents are to attend church functions.
2. Residents are to present themselves ready 15 minutes prior to transport.
3. The bus leaves HMRP thirty minutes prior to services (see schedule).
4. HMRP residents are to sit together in a group in assigned seating.
5. There should be no talking during services.
6. Residents are to go immediately to their seats upon arrival at the church. Afterward, residents must have permission from the staff to use the restroom.
7. Residents are to remain in their seats during services.
8. Residents need to use the restroom at the men's center and not at the church. Exceptions are for emergencies per HMRP staff discretion.
9. Residents are to maintain proper decorum during services. (e.g., personal conversations during services prohibited, sleeping prohibited, maintain proper posture—no slouching, refrain from placing feet on chairs, etc.).
10. Residents are to keep their focus on the service. Making eye contact or other types of attention-getting gestures to other Heartland Recovery Program Residents are prohibited.
11. Residents are asked not to chew gum during services.

12. Residents are required to participate during services and take notes.
13. Residents are required to clean their area prior to departure, remain in seats until staff dismissal.
14. Residents are to go immediately to the HMRP vehicles they rode in when services are over unless prior arrangements have been made and approved by HMRP staff.
15. Residents are to follow the direction of the worship leader, pastor, or guest speaker in charge of the service.

## Recreation Policy

1. Weights must be taken off the bars and re-racked after every use.
2. Dumbbells must be returned to the rack after each use. The only exception is the dumbbells that will not fit on the rack are to be placed neatly on the floor directly across from the rack.
3. No weights, dumbbells, or any other equipment is to be left lying on the floor. Any violation of these rules will result in the weight pit closing for a week.
4. Sleeveless shirts and a tank top can be worn in the gym only. No one is to be shirtless on HMRP's property outside of bathrooms and shower rooms.
5. Always be courteous and respectful while participating in recreational activities. Remember, recreation is a privilege, not a right. Take care of the equipment and be a good steward of what God has provided.
6. The gym opens at 8:00 a.m. and closes at 7:00 p.m.
7. The resident needs to let a staff member know they are going outside, which includes but not limited to fishing, going to the gym, walking, etc.
8. No fishing is allowed until the resident gets a fishing license and permit from the HMRP group leader.
9. The resident is required to participate in mandatory recreation from either 8:00 to 8:45 a.m. or 9:00 to 9:45 a.m.

## Conduct

*"Let every person be in subjection to the governing authorities. For there is no authority except God, and those, which exist, are established by God. Therefore, he who resists authority has opposed the ordinance of God, and they who have opposed will receive condemnation upon themselves." Romans 13:1-2*

1. Alcohol consumption, drug use, or sexual activity of any nature is not allowed and will result in immediate discharge.
2. Tobacco use, HMRP has a two-strike rule:
  - a. First offense results in a program re-start.
  - b. Second offense results in a program discharge.
3. Inappropriate communication, profanity, or talk concerning past street life is not allowed.
4. No inappropriate or offensive contact with either sex is allowed.
5. Conversation with the opposite sex is allowed only as is necessary for the performance of duties as well as social/civil manners and conduct.
6. Appropriate boundaries of touching, hugging, kissing, and dialogue will be maintained with everyone.
7. Fighting, personal altercations, or any other such type of physical contact is strictly prohibited. Anyone who engages in such activities will be discharged.
8. No resident will be allowed to marry while in the HMRP.
9. Residents will be held financially responsible for any damage to HMRP property.

## Daily Chores

1. Bedrooms will be kept clean, neat, and orderly with a fresh smell.
2. Beds must be made before leaving for Bible journaling and kept neat.
3. Clothes must be hung up or neatly folded and placed in drawers.

## Devotions / Chapels / Quiet Times

*"How can a young man keep his way pure? By keeping it according to Thy Word." Psalm 119:9*

*"Thy Word have I treasured in my heart, that I may not sin against Thee." Psalm 119:11*

*"Thy Word is a lamp to my feet, and a light unto my path." Psalm 119:105*

*"The unfolding of Thy words gives light; it gives understanding to the simple." Psalm 119:130*

HMRP believes that Jesus is the answer. The most significant exercise of hope for all is to read and apply God's Word. Our source of strength is found in the pages of the Bible. By developing practical study habits of the Word of God and through continual prayer, we seek God's understanding and restoration.

Morning Prayer from 6:00 a.m. to 6:30 p.m. in the sanctuary (every day, except Sunday)

Chapel from 6:30 to 7:00 a.m. (all residents must attend)

Bible Journaling from 8:00 to 8:45 a.m. or 9:00 to 9:45 a.m.

Quiet Times from 9:00 to 9:30 p.m. (individual Bible study)

## Financial

1. Residents are expected to be financially responsible.
2. Upon entry to HMRP, residents are expected to inform the HMRP's staff of any outstanding financial obligations (e.g., legal, child support, debt collections, etc.). HMRP does not charge program fees; as such, any outstanding obligations will need to be placed on hold.
3. Residents who bring money will be required to open a ledger account with HMRP. Banking will be done through the resident's group leader.
4. Use of personal bank accounts (checking or savings), debit cards, and ATM cards must be turned in upon arrival.
5. Banking will be done on the assigned day only.
6. Residents are expected to take care of all their financial obligations, such as court cost, fines, and personal bills, in a timely manner.

## General Dress Code

1. The residents may not wear clothing that contains holes, is ripped or frayed, or portrays the dirty, bleached, spotted, or streaked look.
2. The residents are not allowed to wear clothing with attention-grabbing types of pictures, logos, or statements.
3. Clothing must be appropriately sized, not too large or too small.
4. Jeans, pants, and shorts need to be worn at the natural waistline. It should not be rolled over or sagging down.
5. A belt is required when needed.
6. Residents are not permitted to wear sleeveless shirts except in the gym.
7. Residents will not leave the bedroom inappropriately clothed. Residents must wear shoes, a shirt, and pants, or a robe or cover-up while in the hallway.
8. HMRP director will make final decisions regarding the appropriateness of any article of clothing that is in question.

## Dining Policies

1. Only authorized personnel beyond the serving line.
2. Residents are required to maintain the cleanliness of the dining hall. Residents are responsible for cleanup and trash removal after each meal.
3. Meals are to be consumed in the dining hall.
4. Residents will eat together at appointed times (see schedule).
5. Residents are expected to pray before eating.
6. Residents will maintain proper conduct and dress during mealtimes, both on and off HMRP facilities.
7. Residents must be showered and dressed neatly prior to eating in the dining hall.
8. Dining room policies are subject to change.
9. Any resident sick will remain in their room for the day, and their food will be brought to them.

## Laundry

1. Residents are assigned only one day of the week for laundry to be done. Residents' laundry will be done by an assigned HMRP resident.
2. Personal laundry must be turned in by 7:30 a.m. on your assigned day, then pick up laundry by 5:00 p.m.
3. Linens will be turned in on Fridays.
4. Residents are required to drop off and pick up laundry at the specified times and locations.
5. Residents are responsible for removing personal items from clothing.
6. HMRP is not responsible for lost or stolen personal property left in clothes.
7. HMRP is not responsible for any lost or damaged clothing.
8. Laundry must be properly tagged.

## Mail

1. Residents are not permitted to send or receive personal mail during their first 30 days in the HMRP. All mail received will be held until after their 30 days.
2. Residents are responsible for all envelopes and postage for personal mail. HMRP can help residents mail packages through the post office.
3. Residents are not allowed to go to the post office without staff or place mail in the mailboxes on the property.
4. All incoming mail goes through the HMRP staff office and is distributed by HMRP staff.
5. Outgoing mail must be unsealed and placed in the designated mail depository.
6. HMRP reserves the right to open and inspect all mail and packages, except legal mail.
7. Any incoming mail that contains contraband will be confiscated and destroyed.
8. Any outgoing mail that contains contraband will not be mailed, and the resident will be subject to disciplinary action.
9. All incoming mail should be addressed as shown:  
*Resident's Name*  
*c/o Heartland Men's Recovery Program*  
*500 New Creation Rd.*  
*Newark, MO 63458*
10. No subscriptions to magazines or newspapers will be allowed.
11. Mail that is vulgar or offensive will be returned to the sender.

## Medical / Dental Care

1. Payment for medical/dental care is the responsibility of the resident.
2. Residents may be required to make payment at the time of service for visits.
3. Residents requiring medical or dental appointments must fill out an appointment request form and submit it to an HMRP Group Leader who will schedule them an appointment. HMRP has a list of medical/dental facilities we use within our surrounding area.

## Medicine

1. HMRP does not allow narcotics or amphetamines.
2. Residents are required to surrender all OTC (over-the-counter) and prescription medications they have upon arrival or any medication prescribed to them during a doctor, dentist, or hospital visit.
3. No products containing alcohol will be allowed (i.e., mouthwash, aftershave, etc.).
4. All over-the-counter medication and prescription medication will be administered by HMRP.
5. Payment for prescription medicine is the responsibility of the resident.
6. Residents are required to take all prescribed medication.
7. Residents are allowed to take one multi-vitamin daily.

## Phone Calls

1. Residents are not allowed phone privileges during their first thirty days at HMRP. This is so that residents can focus on themselves without outside influences that may hinder their recovery. HMRP staff must approve any exceptions to this.
2. The one day during the week that you will be allowed to use the phone will be determined by which group you are placed in. Saturday is an open day after 12:00 p.m. (1 call only).
3. Phone privileges are only to immediate family members. Non-family calls are at the discretion of the HMRP staff.
4. HMRP staff will monitor phone calls, except medical or legal calls. Phone conversations that become argumentative, disrespectful, manipulative, or dishonest will be terminated.
5. Abuse of phone privileges will result in disciplinary action.
6. Using the phone at HMRP is a privilege and should be treated as such. Residents on disciplinary action may/will lose their phone privileges.
7. Cell phones are not permitted by any resident during the HMRP.
8. Residents are to use HMRP phones.
9. New residents arriving at HMRP will be allowed to make one phone call to an approved individual if they were not dropped off by family or friends.

## Personal Hygiene

1. All residents are to be cleanly shaven daily.
2. Residents may have a mustache that is trimmed to the corners of the mouth and above the top lip.
3. Sideburns are to be maintained to the middle ear.
4. All residents must practice and maintain good hygiene (*shower, brush teeth, shave, deodorize, and clean up after themselves, DAILY!*).
5. Residents that come back from service projects and are finished for the day **MUST** shower and change clothes.
6. Hair coloring (*permanent, temporary, or highlighted*) is prohibited.
7. Jewelry, except for rings, watches, and necklaces (*that are approved by the administration*), will not be allowed.
8. While attending HMRP, body piercing (*no metal*), new tattoos, and other body marking are not allowed.

## Servanthood Project Policies

*“Let him who steals steal no longer; but rather let him labor, performing with his own hands what is good, in order that he may have something to share with him who has a need.” Ephesians 4:28*

1. Residents will be transported to their servanthood site and are expected to be ready 15 minutes prior to departure.
2. Residents are to follow the directions of leaders in the areas they work.
3. Residents are to establish and practice good work ethics. Leaders at the servanthood site will aid the residents in this area.
4. Conflicts with others while participating in the servanthood project are to be handled by the supervisor. Residents are to report all disputes to HMRP staff upon arriving at HMRP.
5. Residents have scheduled mealtimes for the area they are serving in. The leaders will advise workers on the times and location and will arrange transportation if necessary.
6. Residents are not allowed to go to the C-store or any other business without HMRP staff approval.

## Images and Social Media

While at HMRP, the resident will attend various gatherings. There may be pictures, audio, and video recordings during those various gatherings; as such, HMRP may use the resident's image on their website and/or social media.



## VI. Visit Policy

In order to preserve and maintain a healthy and productive visit, all visits are evaluated and will be approved or disapproved according to the resident's attitude, behavior, maturity, progress in the HMRP, and the destination where they are requesting to go. Visits will be granted for either on property or off property. Initial visits are restricted to immediate family members. Friends may be pre-approved for later visits if their influence on the resident should prove to be of a good benefit. HMRP does not want to risk bringing in worldly attitudes, behavior, or contraband. Therefore, if the visitor, family, or friend does not agree with the HMRP goals, it is better that they do not visit at all. HMRP staff reserve the right to talk with any visitors prior to the resident's departure or visit. Any violation of the visitation policy, as listed below, may result in the denial of future visits until the resident proves trustworthy.

1. On property = Any properties owned and operated by Heartland Community Church or CNSIMI.
2. Off property = Outside the boundaries of Heartland Community Church or SHI.
3. Immediate family: wife, parents, grandparents, children, and siblings.
4. Visit houses are available and there is a suggested donation of \$30 for an overnight visit.

### General

1. All requests for a visit must be submitted to the group leader, and they must be in writing using the "Visit Request" form.
2. The "Visit Request" form must be signed by the group leader.
3. The "Visit Request" form must be turned in no less than fourteen (14) days in advance and no greater than 30 days of the requested date.
4. All residents must sign out and in with staff when leaving and returning.
5. Residents must surrender all packages and bags to staff for inspection prior to returning to their room.
6. Residents returning from visits will be required to submit to a UA test.
7. Visits are restricted to Saturdays and Sundays unless it is a 3 or 5 day off property visit.
8. If a resident is approved for a visit that falls on a Sunday, the resident must attend both services unless approved by the Program Director.

### Visit Policy

1. For the first thirty (30) days, residents are not allowed any visits. This is for their benefit, so they will be able to adjust to life here at HMRP and to be able to focus upon their individual recovery process.
2. After thirty (30) days, residents may receive an 8 hour on property visit twice per month.
3. At six (6) months, residents may receive a three (3) day on property visit.
4. At six (6) months, residents may have one 8 hour off property visit and one 8 hour on property visit per month; if it is an overnight visit, they are required to stay at one of the visit houses.
5. At nine (9) months, residents can receive a five (5) day off property visit.
6. The length of all visitation times has the potential to be adjusted due to the geographic location of the resident's family. The resident's progress in the HMRP are factors in determining the length of visitation time. All visitation adjustments are at the Program Director's discretion.

## VII. Schedule of Activities

<b>Monday-Friday</b>	.....	Daily class attendance and service detail
<b>Wednesday</b>	7:00 p.m.....	Various gatherings at Heartland ( <i>bus leaves at 6:30</i> )
<b>Thursday</b>	7:00 p.m. ....	Chapel ( <i>PowerBarn Service</i> )
<b>Friday</b>	6:30 p.m. ....	Prayer at Heartland Community Church
<b>Saturday</b>	7:00 p.m. ....	Movie in Library
<b>Sunday</b>	9:00 a.m. ....	Church at Heartland ( <i>bus leaves at 8:30</i> )
	12:00 p.m. ....	Lunch at the Men's Program after Church
	4:30 p.m. ....	Dinner will be served before Church
	6:00 p.m. ....	Church at Heartland ( <i>bus leaves at 5:30</i> )
<b>Library</b>		Set by staff on duty.

## VIII. Discipline Policies

*"All discipline for the moment seems not to be joyful, but sorrowful, yet to those who have been trained by it, afterward yields the peaceful fruit of righteousness." Hebrews 12:11*  
*"Before I was afflicted, I went astray, but now I keep Thy Word." Psalms 119:67*

### Purpose

HMRP's approach to discipline is one of training with the purpose of restoration. Residents may or may not receive the exact consequence as another resident; each resident is treated as an individual and is disciplined according to what is in their best interest. We are not, however, merely disciplining a behavior. Our primary goal is to reveal Jesus, train hearts, build character, and teach each man to hold himself accountable for the choices he makes.

### *The purpose of discipline is:*

1. To correct improper attitudes and behaviors.
2. To help teach that there are consequences for bad behavior.
3. To instill respect for authority, others, and self.
4. To nurture and develop desirable character qualities while eliminating bad attitudes and harmful actions.
5. To enable the resident to develop a Christ-like response to discipline.
6. To allow residents to share in the holiness of God and to produce a harvest of peace, joy, and happiness.

### *Disciplinary measures may include, but are not limited to, the following:*

1. Loss of visitation, phone, or recreational privileges.
2. Extra work detail.
3. Confinement to the program or room.
4. Scripture writing.
5. Program restart.
6. Program discharge.

*All policies and procedures are subject to change at the Program Director's discretion.*

## **Personal Injury Disclaimer**

HMRP is not liable for any personal injury, accident, illness, or property loss, however, caused, arising from, or in any way related to or your use of property or equipment while participating in HMRP or in your participation in HMRP.

## **HMRP Premises are Under Video Surveillance**

**Heartland Men's Recovery Program  
500 New Creation Rd., Newark, MO 63458  
Admissions Phone 573-633-5606  
eFax 1-816-817-1802**