JESUS IS THE ANSWER

Heartland RECOVERY

Heartland Women's Recovery Program Handbook

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Heartland Statement of Belief

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

We believe in one God, eternally existent in three persons: God the Father, God the Son and God the Holy Spirit.

We believe in the deity of our Lord Jesus Christ, His virgin birth, sinless life, death, resurrection and return. He is the only Savior of mankind.

We believe that salvation is only found through faith in Jesus and through His grace.

We believe in the indwelling of the Holy Spirit and through this indwelling, the ability to live a godly life and witness unto Christ.

We believe in the resurrection of both the saved and the lost.

We believe in the spiritual unity of all believers in our Lord Jesus Christ and all believers together comprise the Church, the body of Christ.

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Heartland Community Church 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, **21** 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. **16** And I remembered the word of the Lord, how he said, 'John baptized with water, but you will be baptized with the Holy Spirit.' **17** 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, **4** 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. **28** 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." **27** 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. **Psalm 24:7**
- For you formed my inward parts; you knitted me together in my mother's womb. **Psalm 139:13**
- Behold, allsouls 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 life-time 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 Testament. -

- 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, **5** 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'?**6** 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. **23** 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. **24** Now as the church submits to Christ, so also wives should submit in everything to their husbands. **25** Husbands, love your wives, as Christ loved the church and gave himself up for her, **26** that he might sanctify her, having cleansed her by the washing of water with the word, **27** 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. **28** In the same way husbands should love their wives as their own bodies. He who loves his wife loves himself. **29** For no one ever hated his own flesh, but nourishes and cherishes it, just as Christ does the church, **30** because we are members of his body. **31** "Therefore a man shall leave his father and mother and hold fast to his wife, and the two shall become one flesh." **32** This mystery is profound, and I am saying that it refers to Christ and the church. **33** 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, **10** nor thieves, nor the greedy, nor drunkards, nor revilers, nor swindlers will inherit the kingdom of God. **11** 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. **19** 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, **20** 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, **10** the sexually immoral, men who practice homosexuality, enslavers, liars, perjurers, and whatever else is contrary to sound doctrine, **11** 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

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

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

I. Program Dynamics

- Heartland Women's Recovery Program (HWRP) 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.
- HWRP is a 12-month program focusing on the gospel of Jesus Christ and discipleship.
- During the program, residents will be assisted in their recovery through four program dynamics:

1. 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 daily) 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.

2. 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 HWRP is to teach our residents skills, direction, self-worth, interpersonal relations, conflict resolution, and to develop a lifestyle of serving as Jesus did. HWRP 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.

3. 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, residents must be prepared when the adversary comes our way. Through Bible 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 class material and will need to attain a certain percentage to progress in the program.

4. Counseling 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, which is JESUS. At HWRP 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 HWRP, you will receive one-on-one counseling sessions as well as group meetings. The resident will attend classes, church, daily devotions, and weekly chapel services. In the first 30 days, residents 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 those 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 program. 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 HWRP.

- 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 and group living situations.
- In the event of bed unavailability, applicants should contact our office every week or two to determine program availability.
- Residents in the program are **NOT** allowed to bring or store vehicles.
- Applicants must inform HWRP of all outstanding legal matters and court dates during the application process. We ask that legal matters are taken care of before entry, if possible. If legal matters arise during your program time, 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.

The Admission Process

1. Download the application and handbook from the website (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
    b. Fax to 1-816-817-1305
    c. Mail to 304 New Creation Rd, Bethel, MO 63434
    d. Email: amiller@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 the phone interview
6. When you receive your test results and physical exam send them via:
    a. Fax: 816-817-1305
    b. Mail: 304 New Creation Rd. Bethel Mo. 63434
    c. Email: amiller@hlcommunity.org
7. Call 573-633-5607 to ensure we have received test results and ID's. At this time a final phone interview will be set up to determine a bed date.

Check-In Requirements

1. Mandatory upon entry, please bring two types of valid identification:
    - Photo ID (driver's license, passport, or state photo ID)
    - Social Security Card (original) or Birth Certificate (original)
    - Birth Certificate (Original)
2. Residents will be required to bring $200.00 to pay for a return bus ticket and to cover transportation fees.

Various Fees and Requirements

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

IV. Procedure for Discharge and Checkout

Discharge / Re-Entry

1. Court-appointed residents may be discharged from or choose to leave the program. The sentencing court and probation/parole will be notified.
2. Discharged residents will not be reconsidered for re-admittance to the program for 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. HWRP is not responsible for any personal property left by the resident after their discharge from HWRP. Property that is left behind by a discharged resident becomes the property of HWRP.

V. Policies and Procedures

Bedrooms

1. HWRP provides all bed linens. Beds require a fitted sheet, 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. HWRP 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 HWRP staff. This includes, but is not limited to, lamps, glass picture frames, etc. Nothing is to be hung on the walls or dressers of the bedrooms or closets.
4. Each resident is allowed a limited space on top of their dresser, 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. Residents are not to bring the following items to HWRP: heaters of any type; personal room accessories such as rugs, throws, comforters, bed linens, etc.; laundry baskets; footlockers, shelving units, exercise equipment, etc.
7. Any item(s) not appropriately put away is at risk of being confiscated.

8. 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 consume wrapped candy and one plastic cup of water.
9. Residents are not to rearrange room furniture or furnishings in any manner.
10. Residents are expected to turn off the lights when leaving rooms.
11. HWRP reserves the right to conduct a search or have a search carried out of any room or any resident's personal belongings if a search is deemed necessary.

Women's Home Living Policies

1. Residents of HWRP are to obey the HWRP staff and volunteers.
2. Residents will be considerate of and respectful to other HWRP residents at all times.
3. Use the chain of command to handle issues.
4. Residents may not leave the boundaries of the Home without the permission of HWRP staff.
5. Residents are to check-out, with a staff member, when leaving HWRP and check-in with a staff member, upon returning.
6. No getting out of bed after lights out except to go to the bathroom.
7. Cell phones, radios, satellite radios, personal television, iPods, portable game players, laptops, or any other audiovisual, gaming, or communication equipment are prohibited. CD players are available only with the permission of the group leader. CD's may be purchased with the permission of the group leader. All music you purchase must glorify God.
8. Upon entry to HWRP, all baggage, luggage, bags, purses, containers, etc. are to be surrendered to the HWRP staff for inspection.
9. HWRP reserves the right to inspect all items coming into HWRP facilities at any time.
10. Upon returning from trips, visits, and outings, all packages will be inspected.
11. Residents will submit themselves to random drug and nicotine tests at the discretion of HWRP staff.
12. Visitors are not allowed access to the HWRP facility without expressed permission by the administration.
13. Playing cards and dice are not permitted and are considered contraband.
14. All buying, selling, and trading of any kind are strictly prohibited unless approved by HWRP staff.
15. Residents are not allowed to render services of any kind to other residents in exchange for anything.

Church Dress Code

1. On Sunday morning, residents are required to wear a dress or skirt and blouse; a slip and neutral, solid-colored pantyhose or tights. If the dress or skirt is mid-calf or longer residents do not need to wear pantyhose or tights.
2. On Sunday evening, residents are required to wear wrinkle-free dress pants or slacks and a blouse.
3. On Wednesday evening services, residents can wear a wrinkle-free casual blouse, appropriate wrinkle-free jeans or pants, and casual type shoes.
4. No hats, caps, or any other type of headgear will be worn in church or chapel services (to be left in the HWRP vehicle or at the House).
5. Shorts, logo or attention-grabbing clothing, T-shirts, sweatshirts, jerseys, hooded sweatshirts, or camouflage pants are not allowed during any corporate church service.

Church Policies

1. HWRP residents are to attend all church functions.
2. Residents are to present themselves ready 15 minutes before transport.
3. Van leaves HWRP twenty minutes before services.
4. HWRP residents are to sit together in a group in assigned seating.
5. No talking during services.

6. Residents are to go immediately to their seats upon arrival at the church.
7. Residents are to follow the direction of the Worship Leader, Pastor, or Guest Speaker in charge of the service.
8. Bathroom visits are to take place before the beginning of the services at the Women's Home. Exceptions are for emergencies per HWRP 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.
12. Residents are required to participate during services and take notes.
13. Residents are required to clean their area before departure, remain in seats until staff dismissal.
14. Residents are to go immediately to the HWRP vehicle they rode in when services are over unless prior arrangements have been made and approved by HWRP staff.

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

Daily Chores

1. Bedrooms will be kept clean, neat, and orderly.
2. Beds must be made before morning devotions and kept neat.
3. Clothes must be hung up or neatly folded and placed in drawers.
4. Each resident will be required to perform various chores to keep the home clean. Residents are to do their chores at the appointed time according to the chore chart.
5. Arrangements with staff need to be made if the resident's schedule varies.

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

HWRP believes that Jesus is the answer. The greatest 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, we gain nourishment. Through prayer, we seek God's restoration.

Morning Devotions: Will be held Monday through Saturday at a set time every morning
Chapel: 11:00am - 12:15pm every Tuesday *(residents not serving are required to attend)*
Class: Will be held Monday through Friday at a set time each day
Quiet Times from 9:00pm - 10:00pm *(individual Bible study)*

Financial

1. Residents are expected to be financially responsible.
2. Upon entry to HWRP, residents are expected to inform HWRP staff of any outstanding financial obligations (e.g., legal, child support, debt collections, etc.).
3. Residents are required to open a ledger account with HWRP. All banking is to be done through the HWRP Banking Administrator.
4. Use of personal bank accounts (checking or savings), debit cards, ATM cards, or credit cards are not permitted and 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 promptly.

General Appearance / Dress Code

1. Residents may not wear clothing that contains holes, is ripped or frayed, or portrays the dirty, bleached, spotted, or streaked look.
2. Residents are not allowed to wear clothing with attention-grabbing types of pictures, logos, or statements. This includes but is not limited to: Pop Culture Movies, Music, and T.V. (Sports logos are acceptable).
3. Clothing must be appropriately sized, not too large or too small. Clothing is not to be tight, form-fitting, or attention-getting.
4. Residents may not wear legging or jeggings.
5. Jeans, pants, shorts need to be worn at the natural waistline. Should not be rolled over or sagging down.
6. Pants and jeans must be traditional neutral colors. No white pants of any kind.
7. Skinny jeans are permissible, only if they are loose enough to "pinch an inch."
8. A camisole or undershirt and slips are to be worn when needed. Cleavage must be covered up at all times.
9. A wide-strapped white camisole or undershirt must be worn under a white shirt/blouse.
10. Camisoles/undershirts are not to be see-through.
11. Undershirts must be tucked in to cover the backside. The midriff area should be covered at all times.
12. Skirts and dresses must be a minimum length of mid-knee. Slits are not to go above the knee.

13. Shorts must be a minimum length of 3 inches above the knee.
14. Solid Colored Bottoms are to be worn on the main floor
15. Bras are to be worn at all times except when sleeping.

General Kitchen Rules

1. Residents will be required to perform kitchen duty at set times.
2. Residents will eat meals at the appointed times. The only acceptable reason for being late is service or church commitments.
3. Residents are to demonstrate common courtesy and proper manners during meals.
4. Soda, coffee, and tea are limited and a privilege.
5. HWRP is not responsible for any accidents or injuries that may occur.
6. Residents are to ask to be excused from the tables for breakfast and dinner and on Sundays all three meals.

Mail

1. Residents are not permitted to send or receive personal mail during their first 30 days in the program. Mail received will be held until after 30 days.
2. Residents are responsible for envelopes and postage for personal mail. HWRP can help residents mail packages through the post office.
3. Residents are not allowed to go to the post office or place mail in the mailboxes on the property.
4. All incoming mail goes through and is distributed by HWRP staff.
5. Outgoing mail must be unsealed and placed in the designated mail depository.
6. HWRP reserves the right to open and inspect all mail and packages. Excluding legal mail.
7. Any incoming mail that contains prohibited items will be confiscated and destroyed.
8. Any outgoing mail that contains prohibited items 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 Women's Recovery Program
   304 New Creation Rd
   Bethel, MO 63434
10. No subscriptions to magazines or newspapers will be allowed.
11. Any mail that is vulgar or offensive will not be mailed or received.

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 first-time visits.
3. Residents requiring medical or dental appointments must fill out an appointment request form and submit it to an HWRP staff member who will schedule them an appointment. HWRP has a list of medical/dental facilities we use within our surrounding area.

Medicine

1. HWRP does not allow any type of narcotics or amphetamines.
2. Residents are required to surrender all 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, hand sanitizer, etc.)
4. Over the counter and prescription medication will be administered by HWRP staff. To receive medicine, the resident should report to the on-duty staff member at the appropriate time.
5. Multi-vitamins must be approved by your group leader.

Phone Calls

1. Using the phone at HWRP is a privilege and should be treated as such. Residents on disciplinary action may lose their phone privileges.
2. Cell phones are not permitted by any resident.
3. New residents arriving at HWRP will be allowed to make one phone call to inform an approved individual that they have arrived safely (if they were not dropped off by family or friends).
4. Residents are not allowed phone privileges (other than to minor children) during their first thirty days at HWRP. This is so that residents can focus on themselves without outside influences that may hinder their recovery. HWRP staff must approve any exceptions to this.
5. Residents are allowed a phone call to minor children after two weeks.
6. Phone privileges are only to immediate family members. Non-family calls are at the discretion of the HWRP staff.
7. Residents may have two phone calls per week to approved contacts (if no visit). They will also be able to make one call on the weekend during the following times: Saturday 9am – 6:30pm, Sunday 12pm to 4:30pm. Calls to dependent children are allowed every week regardless of visits unless it is the child who is coming to visit. Residents who are married may have one phone call with their spouse, and one phone call with another approved immediate family member.
8. Phone calls are 15 minutes for adults or children over the age of 10.
9. HWRP staff has the right to monitor all phone calls except medical or legal. Phone conversations that become argumentative, disrespectful, manipulative, or lying will be terminated. An explanation of why the call is being terminated will be given by HWRP Staff.
10. Abuse of phone privileges will result in disciplinary action.
11. Exceptions are to be made by residents' group leader or director only.

Personal Hygiene

1. Residents must practice and maintain good daily hygiene *(shower, brush teeth, deodorize)*
2. Socks or slippers are suggested, there should be no bare feet. HWRP is not responsible for any injuries that may result from a resident slipping or sliding.
3. Hair is to be cleaned and groomed. Haircuts and styles are to be modest. Residents may dye their hair, as long as it is a natural color.
4. There will be no new body piercing, tattooing, or marking of the body in any way. Body pierced jewelry is not to be worn.
5. Residents may wear up to two sets of earrings, provided both piercings are on the earlobe. Dangling earrings cannot be longer than two inches, and hoops cannot be larger than a 50 cent piece. No other body jewelry is permissible.
6. Residents must change clothing in their assigned bathroom in private, not in front of others.

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 need." Ephesians 4:28

1. Residents will be transported to their servanthood site and are expected to be ready to serve 15 minutes before transport.
2. Residents are to follow the directions of service leaders and areas where they serve.
3. Residents are to establish and practice good service ethics. Leaders in 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 HWRP Staff upon arriving back at the home.
5. Residents have scheduled meal times for the area they are serving in. The leaders will advise servers on the times and locations and will arrange transportation if necessary.
6. Residents are to inform staff that they are sick before devotions.
7. Residents are not allowed to go to the C-store, or any other business, without HWRP staff approval.

VI. Visit Policy

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 program, 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 benefit. HWRP does not want to risk bringing in worldly attitudes, behavior, or prohibited items. Therefore, if the visitor, family, or friend does not agree with the HWRP goals, it is better that they do not visit at all. HWRP staff reserve the right to talk with any visitors before 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.

- On Property = Any properties owned and operated by CNSIMI, or Heartland Community Church
- Off-Property = Outside the boundaries of CNSIMI, or Heartland Community Church.
- Immediate Family = Husband, Parents, Grandparents, Children, and Siblings
- Visit houses are available; there is a suggested donation of $20 for a day visit and $30 for an overnight visit.

General

1. Visit requests must be submitted to HWRP staff in writing, using the Request Form.
2. The Visit Request form must be turned in no less than seven days in advance of the requested date.
3. Residents must check out and in with staff when leaving and returning.
4. Residents must surrender all packages and bags to staff for inspection before returning to their room.
5. Residents returning from visits will be required to submit to a UA test.
6. Visits are restricted to Saturdays and Sundays only unless it is a 3 or 5 day off property visit.
7. If a resident is approved for a visit that falls on a Sunday, the resident must attend all church services unless approved by the program director.

Visits

1. For the first thirty (30) days, residents are not allowed visits. This is for their benefit so they will be able to adjust to life here at HWRP and to be able to focus upon their recovery process.
2. After the first thirty (30) days, residents can receive an on property visit every other weekend.
3. At three (3) months, residents can receive one overnight on property visit once a month or 12-hour on property visit every other weekend.
4. At six (6) months, residents can receive a three (3) day on property visit.
5. At ten (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 program is a factor in determining the length of visitation time. All visitation adjustments are at the Program Director's discretion.

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

HWRP's approach to discipline is one of training with the purpose of restoration. Residents 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 woman to hold herself accountable for the choices she makes.

The purpose of discipline is:

- To correct improper attitudes and behaviors.
- To help teach that there are consequences for bad behavior.
- To instill respect for authority, others, and self.
- To nurture and develop desirable character qualities while eliminating bad attitudes and harmful actions.
- To enable the resident to develop a Christ-like response to discipline.
- 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:

- Loss of visitation, phone, or extracurricular activities.
- Extra serve detail.
- Writing Assignments.
- Time added or restart of the program.
- Program discharge.

VII. Weekly Schedule

An example of what the daily schedule will look like is as follows:

6:00am ..... Wake up
6:30-7:30am..... Breakfast and devotions.
7:30-7:50am..... Group devotions, journaling
10:00-11:00am..... Class
11:00am-12:15pm..... Chapel (Fridays)
5:30-6:00pm..... Dinner and clean up
9:00pm..... Quiet time
10:00pm..... Lights out

What to Bring:

*Toiletries (Supply for 5-6 weeks)
*Make-up
*Several spiral notebooks
*Pens & Pencils
*Stamps & Envelopes
*Bible
*Hair items (blow dryer, curling or flat iron, etc.)
*Cash or money order for return bus ticket
*Limited photos (family only please)
*Candy, gum, cough drops

****No aerosol hairspray****

Clothing (must fit in 2 suitcases)
Description: modest, not too tight or low cut. No holes or offensive logos.

*Underwear, bras, socks, pantyhose, slips
*Dresses, skirts, dress pants, dress shirts
*Jeans, casual shirts, sweatpants, sweatshirts
*Shorts (3" above the knee or longer)
*Shoes (6-7 pairs maximum) - Dress shoes
- Casual shoes

Towels, washcloths and bed linens are provided; you may bring your pillow and small blanket.

Personal Injury Disclaimer

HWRP is not liable for any personal injury, accident, illness, or property loss, however, caused, arising from, or in any way related to the resident's participation in the recovery program.

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

Heartland Women's Recovery Program
304 New Creation Rd., Bethel, MO 63434
Admissions Phone 573-633-5606 | eFax 1-816-817-1305
Women's Home Phone 573-633-5607