

Kelowna's  
Gospel Mission

# Harmony House - Overview

## *Our Vision*

To reach out and provide assistance to hurting and troubled women and their children, to help them find healing, hope and the love of Christ.

## *Our Purpose*

To provide a safe, secure and structured environment. To assist women in establishing independence and the ability to provide for their family, as well as provide biblical counseling and guidance, enabling women to become more effective in today's society through a change of lifestyle.

## *Harmony House Guidelines*

Violation of the following guidelines may result in automatic dismissal from Harmony House.

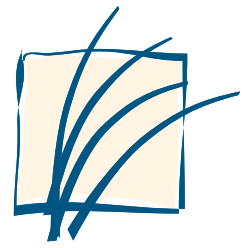
1. Attendance, promptness, and participation are required in all group sessions and activities, as well as the full completion of all homework and assignments.
2. All appointments re: MSS, doctors, dentists, lawyers etc.; are to be made for Tuesday and Thursday afternoons and forwarded to the office coordinator.
3. Any evidence of a continual disruptive attitude or lack of treatment progress will be reviewed by the accountability committee which may result in dismissal. This includes but is not limited to verbal abuse, violence, threats of violence to other clients, staff, or harmony house pets.
4. Any possession or use of alcohol/drugs (or abuse of prescription medications) on the Harmony House property or while out on visitation may result in immediate dismissal.

As well the refusal to submit to alcohol/drug testing will result in immediate dismissal.

5. Prescribed over-the-counter or any other medications must be surrendered to the Office for safekeeping. Medication is distributed approximately at 8:30 am and 8:30 pm. If you have midday medication it is your responsibility to request from staff. (If needing medications re: headache, please ask staff on that day).
6. All forms of pornography, occult, or subversive (hate or prejudicial) material are not permitted at Harmony House.
7. For the first thirty (30) days, new clients are required to remain on the property, and you are on phone restrictions.

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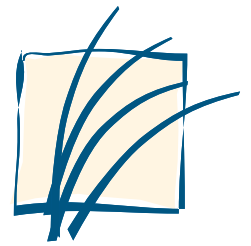
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## Harmony House - Overview (cont.)

8. While clients are at Harmony House they are not permitted to enter into new relationships with the opposite sex.
9. Clients can apply for re-entry, after thirty (30) days of dismissal or departure from program. This will be reviewed by the accountability committee.
10. THERE WILL BE NO REFUNDS GIVEN BACK TO CLIENT FOR RENT, FOOD, ETC. IF CLIENT DOES NOT GIVE THIRTY (30) DAYS NOTICE TO STAFF IN WRITING. THIS IS FOLLOWING THE LANDLORD AND TENANT ACT (Pg. 30 IN RESIDENTIAL TENANCY ACT GUIDE).
11. Since the program can be exhausting, sleep is a necessity. It is important to attempt to be in bed, with the lights off by 11:00 p.m. (Sunday - Thursday) and up by 7:00 a.m. Wake-up call for breakfast (Monday - Friday). Therefore clients are expected to be in the house (Sunday - Thursday) at 8:30 p.m. Friday - Saturday clients are expected to be in at 9:00 p.m. and in bed by 12:00 midnight. Any special times for outings that are different than stated above must be approved by the staff and have a permission slip done for staff on shift.
12. The TV will be shut off at 10:30 p.m. each week night during the week and 11:30 on weekends. This is to give you time to clean up the area's needing attention, tables, kitchen counters, bedrooms etc. all must be done before the lights go out for the night.
13. Visitations need to be cleared by the staff at least 2 days prior to the time they are wanting the visitation time.
14. All weekend outings need to have a permission slip signed by the staff.
15. Since people come to view our home, it is important to keep your bedroom clean and all chores to be done daily. The house must be kept clean at all times. All clothing to be off of the floor, beds made, vacuuming and dusting done. Also to avoid stains on the carpets and other areas of the house, no food or drinks are allowed in the bedrooms with the exception of water.
16. No clients are allowed in each others rooms for any reason, except the staff.
17. Harmony House is a smoke free home. Smoking is only permitted outside in the designated smoking area only. Please use the ashtrays that are provided at all times.
18. Reasonable standards of hygiene are expected.

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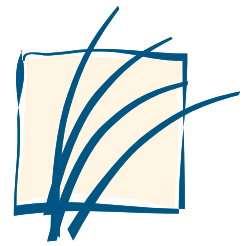
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## Harmony House - Overview (cont.)

19. Clients are not permitted to use the phone after 9:00pm. Phone times are 11:30 -5:00pm and 6:00 – 9:00pm, weekdays. No phone use during any meal times.
20. Clients on restrictions are only to make their approved phone calls after 6:00 p.m. Staff must be present at all times.
21. Personal belongings left behind at Harmony House will be kept for a maximum of 24 hrs. After this time, the belongings will be considered abandoned and will be donated to Kelowna's Gospel Mission.
22. The Office is a restricted area, please do not enter this area unless asked and if you require something please use the intercom.
23. Tampering, destroying, stealing, or willfully damaging Harmony House property will be grounds for dismissal, as well, charges will be laid where needed.
24. Harmony House staff or overseer on duty have the right to search a person and their belongings as well as a room search.
25. For reasons of safety and accountability, clients need to mention to the staff where they are going and for how long, they are also responsible to sign in and out. Anyone being away overnight without prior permission will be automatically dismissed.
26. All absences must be approved by the staff and entered into the log book provided in the classroom. A phone number and contact person must be provided so they can be reached if necessary.
27. Swearing and obscene language is not permitted at anytime.
28. Money and valuables are the responsibility of the resident's, unless signed over to the staff for safe keeping.
29. Mail will be held for a period of two (2) weeks only, and then returned to the sender. It is the client's responsibility to submit a forwarding address to the postal office.
30. Gambling on or off the premises is not permitted.
31. Prayer time is at 9:00 pm on weekdays and 9:30 on Friday & Saturday. "All clients must attend"
32. Clients are not allowed to have their personal vehicles on Harmony House property, while attending program.

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33. After a six month period in program you will be expected to prepare and research a goal oriented continuation of the program. This is to help you get prepared to be an effective member in today's society
34. Part of our spiritual program to enhance spiritual growth is to attend church each Sunday. Each client will seek out and attend the church of their choice.
35. All clients out going mail must go through the office to be mailed.
36. The house intercom is for emergency purposes and "MUST" not be tampered with and left on at all times.

*In Christ,  
Harmony House Management*

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