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Template Exit Planning Policy

I. Purpose:

The Exit Planning Policy at [Recovery Home Name] is designed to ensure that residents leaving our the recovery home receive comprehensive support and referrals to appropriate resources.

Our primary goal is to ensure that all residents are moving out of the recovery home successfully. In the event that a resident must move out due to unplanned circumstances, Recovery House Name seeks to minimize any potential risk of homelessness and promote a transition to a stable and supportive living environment.

II. Exit Planning Process:

A. Assessment and Preparation:

The exit planning process begins upon move-in, with ongoing recovery planning work that is outlined in Recovery Home Name recovery planning policy and protocols. During the recovery planning process, REcovery Home name works with the resident to identify needs and goals, and documents progress towards goals throughout their stay. When a resident feels that they are ready to move out, readiness for transition is discussed and documented during the recovery planning process.

B. Referral to Additional Resources:

Residents who have successfully completed their recovery housing program but require ongoing support and resources will be referred to appropriate community-based organizations, agencies, or service providers.

Residents who are leaving the recovery home due to violations in house policy, including but not limited to violations of house policy related to maintaining an illicit drug and alcohol free living environment will be provided with needed referrals to other options made on their individual needs. Referrals may include, but are not limited to, detox programs, residential treatment programs, hospitals, transitional housing programs, recovery housing programs offering a higher level of support, outpatient treatment centers, mental health housing programs, homeless shelters and other services and supports.

Referral choices will be made collaboratively with the resident to ensure alignment with their goals and preferences. In the event that a resident refuses a referral option, the refusal will be documented.

C. Documentation of Referrals:

All referrals and refusals of referrals made on behalf of residents will be documented in their individual records, including the name of the referral source, contact information, date of referral, and the nature of the referral.

D. Assistance with Transition:

Staff at [Recovery Home Name] will provide guidance and support to residents as they navigate the transition process.

This may include assistance with paperwork, scheduling appointments, transportation arrangements, and connecting residents with case managers or support services at the referred agencies.

E. Preventing Homelessness:

[Recovery Home Name] is committed to minimizing the risk of homelessness for residents upon exit. Efforts will be made to ensure that residents have stable and safe housing arrangements in place before their departure.

Staff will work closely with residents to explore housing options, financial assistance, and support networks that can help secure stable housing.

F. Residents who abandon the property

In the event that a resident abandons the property and can not be reached directly, [Recovery Home Name] will attempt to contact the Emergency Contacts provided by the resident to provide any appropriate information, referrals, and additional support to the resident. [Recovery Home Name] will secure, hold and dispose of their belongings in accordance with the terms outlined in the lease agreement.

**Approval Date:**

**Date Updated:**