



Redeeming Life
Outreach Ministries Inc.

Maternity Home
Resident Policy Manual

ABBREVIATED VERSION FOR APPLICANT REVIEW

INTRODUCTION TO REDEEMING LIFE OUTREACH MINISTRIES MATERNITY HOME RESIDENT MANUAL

WELCOME

Welcome to the Redeeming Life Maternity Home. We are a Christian maternity home for single expectant women. We pray your residency will prepare you for your future and equip you with tools so you can master everyday life situations. We are here to assist and help you achieve that goal.

This Policy Handbook has been prepared for you to provide a detailed description of our residential program. Please familiarize yourself with our expectations and regulations. Our hope is that this house will be considered your home and a place of comfort, peace and growth as you prepare for your baby's arrival. As with any home, rules and expectations are present to ensure peaceful coexistence for all residents.

All the guiding principles of Redeeming Life are based on the fruit of the Holy Spirit:

Galatians 5:22-23

But the fruit of the Spirit is love, joy, peace, patience, kindness, goodness, faithfulness, gentleness, self-control; against such things there is no law.

OUR MISSION

Motivated by God's grace, Redeeming Life Outreach Ministries seeks to reach out with the love of Christ to support single expectant mothers. We do this by providing a safe, stable, Christ-centered home with opportunities for growth in their relationship with their Savior, as well as career, parenting, and life skills education, that they might love and care for their children as God loves and cares for them.

1 John 3:18

"Little children, let us not love in word or talk, but in deed and in truth."

ADMISSIONS POLICIES

At Redeeming Life we recognize each of our applicant's situations will be unique. Therefore, each case will be evaluated on an individual basis. If we are unable to offer you residency at Redeeming Life, our staff will make every effort to work with other community agencies to assist you in finding a program that best meets your needs.

After your personal interview with our admissions staff there will be a team meeting to review your application and decide if residency at Redeeming Life is the best option for you. It is important you understand your residency is completely voluntary. Our decision to admit you into the home is in no way binding upon you; you are free to turn down or reject the offer. Also, our admissions policy states applicants may be subject to passing a comprehensive drug test, psychological screening, and full background check. Reading, understanding and accepting the policies outlined in this manual are part of your admissions process. If after going over this manual with your admissions counselor, you agree to our policies, procedure and rules, you will sign a letter of acceptance which will become part of your file. Redeeming Life reserves the right to revoke your residency at any time.

Admissions Procedures

- Completed Application
- Personal Interview
- Pass Drug Test
- Express desire to participate in Redeeming Life Outreach Ministries Program, acknowledging Redeeming Life is a comprehensive life adjustment program and not simply a crisis shelter.
- Agrees in writing to comply with all RLOM Program and Policies as implemented by RLOM administrative staff.
- Acknowledges that all bags, suitcases, personal belongings, and room are subject to inspection during the move-in process and weekly thereafter.

PROGRAM ELEMENTS AND CORE EXPECTATIONS

Financial Literacy

"No one can serve two masters, for either he will hate the one and love the other, or he will be devoted to the one and despise the other. You cannot serve God and money." - Matthew 6:24

Every resident begins the RLOM Financial Literacy Core the first week of residency. This includes financial education using Dave Ramsey's Financial Peace University lessons along with practical

activities and modules. In addition to these lessons, residents are required to open a checking and/or savings account and provide monthly bank statements during Life Coach Meetings-

Core Expectation: Resident completes 10 units within the first 90 days of their residency.

Debt

"The rich rules over the poor, and the borrower is the slave of the lender." - Proverbs 22:7

Residents will establish a plan to eliminate all existing debt. New debt is prohibited while participating in the Redeeming Life Maternity Home Program.

Budget Plan

"By wisdom a house is built, and by understanding it is established; by knowledge the rooms are filled with all precious and pleasant riches." - Proverbs 24:3-4

All residents will establish and maintain a budget for monthly and yearly expenses while participating in the Redeeming Life Maternity Home Program. This budget plan will consist of fixed, recurring, and variable expenses. These expenses shall not exceed 40% of a resident's income. The first budget plan will be established by the end of the first month of residency. This budget plan will be reviewed in weekly Life Coach Meeting.

Savings Plan

"On the first day of every week, each of you is to put something aside and store it up, as he may prosper..." -1Corinthians 16:2

All residents will establish and maintain two savings plans while participating in the Redeeming Life Maternity Home Program. The first plan will be 40% of all net/disposable income and established specifically for "move-out fees." These funds belong to the resident, but are not permitted for use except for the designated expenses related to establishing self-sufficient living outside the Maternity Home.

A second savings account plan will be 10% of all net/disposable income. The money saved in this account is for any specific need designated by the resident.

Core Expectation: Residents will establish a debt elimination or reduction plan and begin a budget plan to save 50% of income, spend 40% of income, and give back 10% of income within the first 90 days.

Mental Health Counseling

"Without counsel plans fail, but with many advisers they succeed." - Proverbs 15:22

All women will attend individual counseling as a participating resident of Redeeming Life Maternity Home program. The first four sessions with a professional counselor are mandatory and provided by Redeeming Life Outreach Ministries, Inc. An additional four sessions will be provided if additional counseling is advised.

Core Expectation: Resident will attend four counseling sessions. The first will be within two weeks of their move-in date.

Parenting

"Train up a child in the way he should go; even when he is old he will not depart from it." - Proverbs 22:6

All residents are required to have pre-natal and post-natal care for self and baby. Proof of pregnancy is required upon admission. Any resident seeking or contemplating adoptive placement for her infant will be provided with a licensed adoption counselor.

Core Expectation: Residents will schedule initial doctor's appointment within five days of their move-in date if it has not already occurred. Residents will complete Parenting Units within identified times.

Education

"...wisdom is better than jewels, and all that you may desire cannot compare..." - Proverbs 8:11

If a resident does not possess a high school diploma or GED, she will work to achieve that educational goal. Residents pursuing higher education should research field of interest during the first and second week of residency.

Employment

"Whatever you do, work heartily, as for the Lord and not for men..." - Colossians 3:23

Residents will seek honorable employment outside the home. chooses the employment path, it must be at least 32 hours weekly either one full time or two part-time positions.

Volunteering

"Let brotherly love continue. Do not neglect to show hospitality to strangers, for thereby some have entertained angels unawares." - Hebrews 13:1-2

All residents in the RLOM Program are required to volunteer time in support of qualified not-for-profit agencies.

Core Expectation: A resident who has not yet obtained a GED or high school diploma, will begin working immediately on completing this requirement.

All residents will secure either full-time or part-time employment within 21 days of admission.

Spiritual Foundation and Growth

(Jesus says) "I am the vine; you are the branches. Whoever abides in me and I in him, he it is that bears much fruit, for apart from me you can do nothing." - John 15:5

Redeeming Life Outreach Ministries, Inc. is a faith-based service organization of the Lutheran Church-Missouri Synod. Our mission is to reach out with the love of Christ as we offer physical and emotional support to our residents. Residents are offered opportunities to engage in spiritual growth with other residents, the church community, and individually. RLOM believes families who worship together have healthier and positive relationships with each other. Therefore, all residents are expected to attend worship services at Lutheran Church of the Redeemer and Bible class on Sunday morning.

Core Expectations: Attend weekly services, Bible class, and "Explorations" class at Lutheran Church of the Redeemer. Participate in family devotions and Bible studies.

Life Skills

"For the Lord gives wisdom; from his mouth come knowledge and understanding; he stores up sound wisdom for the upright; he is a shield to those who walk in integrity, guarding the paths of justice and watching over the way of his saints." - Proverbs 2:6-8

A life skill is the proficiency, ability, or technique you use to enhance and sustain a quality human existence. While residing at Redeeming Life Maternity Home, you will receive training and be directed to learn skills improving your manner of living. These lessons and skills are associated with managing and building a better quality of living, and help you accomplish your ambitions and full potential.

Core Expectations: Resident will participate and gain healthy and practical life skills while participating in the program.

HOUSE POLICIES

Our goal at Redeeming Life is to provide a wholesome household environment of trust, security, support, encouragement, and mutual respect between all who live and work

here. Policies and procedures are developed and established to insure the protection, safety, and stability of the home and all residents and visitors.

Financial Responsibilities

Redeeming Life Maternity Home receives gifts and donations from the local community, individuals, and churches designated to assist residents with personal hygiene products, clothing, food items, linens, baby cribs, and many other items. When donations are not available, a resident is expected to purchase necessary personal care items.

Each resident is responsible for all personal medical expenses, and for all medical expenses of her baby.

Transportation

Residents may own a personal vehicle. A valid Florida driver's license, proof of insurance, and vehicle tags must be provided to Redeeming Life Outreach Ministries. All residents may participate in provided house transportation as scheduled for Walmart grocery and general shopping, special planned house events and outings, and hospital delivery.

Residents must provide their own transportation to work, school, day care, doctor or medical appointments of self and child, and any shopping outside the weekly scheduled Walmart trip.

Media Use

TV

A television is provided for use by all our residents. No televisions are permitted in the resident's bedrooms.

Radio

A clock radio is provided in each bedroom.

Internet, Computer Use

Internet access is available for use on laptop computers only. At least one computer and printer are made available for use by our residents.

Visitors/Visitation/Mail

Residents are permitted to spend time with family and friends outside the home 30 days after move-in date. Overnight passes are limited to one night per month after resident completes the first 12 weeks of structured program.

No family or friends of a resident are allowed inside the home. All meetings with professional mental health counselor, outside agencies, and other health care or social agency providers will be scheduled off-site.

Residents may receive daily mail delivery at the home physical address. All outgoing and incoming mail is sorted and distributed by Redeeming Life Staff. Outgoing or Incoming special

handling or large packages must be discussed with Redeeming Life Staff. Postage is the responsibility of each resident.

Personal Hygiene and Dress Code

It is expected that all residents will daily brush teeth, bathe, use deodorant, and wear clean clothes. Frequent and proper hand washing is essential for the health and sanitary environment of all residents.

Laundry

Redeeming Life Maternity Home provides an electric washer and dryer for use by all residents.

Inspections

All bags, suitcases, backpacks, rooms, and personal belongings are subject to inspection. Thorough inspections begin at move in, and continue daily and weekly for cleanliness of personal and common space. Inspection schedule is at the discretion of Residential Manager.

Discipline Policy

Consequences for our actions are a part of everyday life and are either negative or positive. Non-compliance to Redeeming Life policies or house guidelines will result in a documented violation. All warnings will be documented and a challenge or corrective action assigned.

Weapons

Weapons of any kind are not permitted on Redeeming Life Outreach Ministries, Inc. properties.

Child Care

Each resident is solely responsible for the care of their children. No other resident nor any staff member is permitted to babysit or care for another resident's child. All child-care and babysitting will take place outside of the maternity home.

DAILY ROUTINE

Redeeming Life Outreach Ministries strives to teach and develop a life of responsibility, helpfulness, and accountability for every resident. During the hours of 9 a.m. through 5 p.m. Monday through Friday, residents are encouraged to be involved in productive activity either inside or outside the home. Cumulative time spent alone in a resident's bedroom is limited to 60 minutes during these hours.

All residents are ready for the day by 9:00 a.m., Monday through Friday, 10:00 a.m. on Saturday, and 8:45 a.m. on Sunday.

Evening mealtime is 6:00 p.m.-7:00 p.m. and served family style. All residents will participate in daily devotions during the evening meal time. Breakfast and Lunch are 7:00 a.m.-9:00 a.m. and noon-1:00 p.m. respectively, and each resident's responsibility.

Daily housekeeping chores and personal time is 7:00 p.m.-10:00 p.m. Monday through Friday. Saturday is a “day off” and residents are free from regular schedule 10:00 a.m. – 6:00 p.m. Sunday afternoon residents are free from regular schedule 1:00 p.m.- 6:00 p.m. Quiet hours are 10:00 p.m. -7:00 a.m. Sunday through Saturday.

HOUSEKEEPING

For the purpose of maintaining a safe and clean home at all times, residents are required to participate in housekeeping chores. Daily, weekly, and monthly chores will be assigned to each resident. All completed chores will be subject to inspection.

Daily Chores

Daily chores are assigned and posted in the kitchen area. The Residence Manager will make assignments and will re-assign at her discretion only. Daily chores must be completed before a resident turns in for the night, or by 10:00 p.m.

Weekly & Monthly Chores

It is preferable that all weekly and monthly chores be completed on the weekend, between Friday morning and Sunday evening. Monthly chores are completed on last weekend of each month.