

GROUP RULES OF CONDUCT

1. Arrive on time, preferably a few minutes before the group start time. Arriving after the group start time is considered a late arrival. Stay until the end of group when dismissed by staff. The sessions run 6:00 PM—9:00 PM on Mondays or Thursdays; or 9:00 AM-12:00 Noon on Wednesdays.
 - A. If you are more than 15 minutes late, you are absent and encouraged to stay without credit. Misuse of the 15-minute “grace time” will result in a consequence; more than 3 late arrivals (after group start time) is an extra week.
 - B. *You must check in with staff upon arrival.*
2. **You are allowed three absences throughout the 18-week minimum program, but not two consecutive absences as this will result in termination.** You will need to make up the missed session(s).
 - A. **There are no “excused” absences.**
 - B. Absences should be reported in advance when possible, or explained to the group when you return. Call the office, (612) 787-4056 before 5:00 PM, leave a message, or call the next day.
 - C. In order to successfully complete the program, participants must attend one orientation and a minimum of 17 additional group sessions.
 - D. Participants are only allowed to attend 1 session per week.
3. Fees are \$20 per session for a total of \$360. Payment *in full on orientation* is \$320, which reflects a \$40 discount. **Payments are due every week you attend.** More than four sessions without payment may result in an absence or termination.
 - A. Full payment must be received *before* you are eligible for completion papers. Your final session is a *minimum* of 2 weeks after receiving completion papers.
 - B. If you reoffend and are required to attend Aftercare sessions an additional \$15.00 per week can be added on to the total to cover costs.
 - C. **Only Hennepin County referred clients are eligible to apply for the sliding-scale fee.** Reduction in fees is determined based on income level, which can only be determined upon submission of income documentation, including assistance.
 - D. You are still required to make payments while sliding-scale application is pending.
 - E. **Application and documentation is due by week 10 or you will be required to pay in full.**
4. Phones and any other electronic devices are disruptive to the group process and violate confidentiality codes. They will not be allowed. **Phones and other devices must be completely turned off.** Phones and other devices turned to vibrate or silent are still considered to be turned on. Consequences may include but are not limited to: additional assignments, additional weeks, or termination.
5. No alcohol or mood altering chemical use on the day of group. If you abuse this policy, you will be counted absent or terminated. *You will be asked to leave if you **smell or appear under the influence of substances.** Chemical use affects your learning and ability to implement the skills discussed in group. Your referral source will be informed and staff will make a chemical health recommendation.*
6. Racist, sexist, or sexual orientation jokes or comments - including partner name-calling - are contrary to our purpose for being here and can result in termination from the program.
7. Abusive behavior or comments towards group members or staff are not allowed, and considered probable grounds for termination.

8. You are expected to be non-violent. This includes not being abusive to children, pets and others as well as with your partner.
 - A. All incidents or threats of violence are to be self-reported to the group. Self-report includes, but is not limited to: any police contact, dirty UA's-Urine Analysis, court coming up, court just passed, missed meeting with referral source, anything that violates conditions of probation, any physically abusive or threatening behaviors even if police are not contacted. Failure to self-report may result in extended time or termination. All violence has consequences.
 - B. Weapons are not permitted on these premises.
9. All staff are mandated reporters. Your presence and participation in the group are strictly confidential, except under state law, the staff retains the following:
 - A. Duty to warn, i.e.-potential threat of violence to others, or to yourself (suicide);
 - B. Obligation to report incidents of child abuse in any form.
 - C. Anything that violates your conditions of probation/parole are also reported.
10. For the safety and confidentiality of everyone involved, partners, children, family members and pets are not permitted to stay in your vehicle or enter the building during group sessions. Consequences may include but are not limited to: additional assignments, additional weeks, or termination.
11. Appropriate attire must be worn at all times. Inappropriate attire includes, but is not limited to wearing sexist, violent, political, curse words, alcohol, or chemical images. If wearing inappropriate attire, you will be asked to turn it inside out or remove it.
12. No sleeping or appearing to be sleeping in group. Consequences may include but are not limited to: additional assignments, additional weeks, or termination.
13. No working on homework or other non-program related items in group time. If caught working on homework it will be taken and will not count towards your required homework. Consequences may include but are not limited to: additional assignments, additional weeks, or termination.
 - A. Only 2 *new Anger Logs* are accepted per week.
 - B. Corrected homework must be turned back in.
14. If you are court ordered, and you choose not to participate with the Group Rules of Conduct, your case may be returned to the court. A written report will be sent to the court or probation officer at the end of the series. Recommendations may include chemical dependency assessment, mental health assessment, counseling, and/or continuing in this or another educational group, etc.
15. This is an outcome-based program; therefore, a lack of progress, such as, a negative attitude, being argumentative, lack of participation, a victim mentality, and/or repeated unhealthy behaviors, etc., may result in extended time or termination from this program.
 - A. Progress is assessed by your ability to fulfill the 15 Client Identified Series Goals and Objectives found in your packet.
16. Deviation from these Group Rules of Conduct may result in termination from the group. Continued participation will require repeating the program from the beginning through orientation.

Signature

Date