

## PEER Wellness Center: Code of Conduct Policy

**Scope:** It is the goal of PEER Wellness Center to provide a supportive and positive environment that is conducive to initiating and maintaining Recovery. Participants, Staff, Volunteers and Visitors of PWC must abide by the Code of Conduct to maintain a supportive and respectful environment for all.

**Responsibilities:** PEER Wellness Center Staff & Volunteers

**Procedures:** All Staff, Volunteers and Participants will receive a copy of the Code of Conduct and sign that they have read and understood the rules.

### RCC Code of Conduct

The meetings and services provided at PEER Wellness Center are for individuals aged 18 years or older. Because of the population that we serve, **children are ONLY allowed in the Center when accompanied by their parent(s)** and MUST BE WITHIN EYESIGHT OF THEIR PARENT AND IN THE SAME ROOM AT ALL TIMES. Children can only accompany their parent(s) to support groups and cannot spend more than 90 minutes in the facility.

PEER Wellness Center acknowledges all pathways to recovery. It is our goal and our mission to help individuals initiate and maintain their recovery. For the safety and well-being of all Participants who utilize the center, **we request 24 hours of abstinence from alcohol/drugs** before attending the Center. (The *only* exception to this rule is when an individual is seeking assistance in accessing clinical treatment and/or detox services. ) Individuals who appear to be under the influence will be asked to return when they have at least 24 hours of abstinence.

**Participants will be respectful of staff, volunteers and each other.** No threatening, sexual statements, racial slurs or derogatory remarks.

People who come here tend to be of limited resources. Please do not ask others for money, cigarettes or other personal items. Do not take items that are not yours. Theft of PWC's or another Participants's property may result in immediate expulsion and/or law enforcement notification.

**Respect others' personal space and ask before touching staff, volunteers, and/or other Peers.** Not everyone is comfortable with physical contact and each individual's wishes are to be respected at all times. In the spirit of mutual support, a 3-second hug is allowed *as long as both parties consent and are comfortable*. Any uninvited physical contact and/or inappropriate physical contact could result in immediate expulsion.

PEER Wellness Center is, by design, a "safe-place" for those seeking to initiate or maintain their Recovery. To that end, fraternizing is strongly discouraged. ***If you have received unwanted advances or attention from a Peer, please report it to a staff member immediately.*** Any incidents reported involving unwanted solicitation or unwanted advances will result in disciplinary review by the Peer Advisory Committee and could result in temporary or permanent banning from PEER Wellness Center activities.

**Absolutely no weapons and/or violence will be tolerated** at PWC. If an assault occurs at PWC, law enforcement will be notified. Absolutely no weapons of any kind are allowed on PWC property.



Absolutely **no legal or illegal drugs are allowed on PWC property.** No Alcohol is allowed on PWC property. No legal or illegal drugs and/or alcohol are allowed in any vehicle run by an employee or volunteer of PWC. Any Peer who violates this policy will be subject to immediate expulsion, suspension, and could possibly face criminal charges.

**PWC is a smoke-free/tobacco-free environment.** Smoking and or “vaping” is only allowed in designated areas as determined by the property management company.

PWC has limited storage and space. **No personal items are to be stored at the center** without the express permission of the director.

Snacks, water, and coffee are usually available in the kitchen area and are available to everyone. If food or snacks are brought into the center, it is assumed that these items are for sharing with everybody. Please do not bring any food or beverage items to the center that you do not wish to share or make available to others. Each Participant, Volunteer, and Staff member is responsible for cleaning up after themselves. Please do not leave trash, wrappers, coffee cups, and or drink containers lying around. **This is your community center and deserves your respect.**

The phones and computers provided at PEER Wellness Center are for the benefit of every Participant. Appropriate use of the phones , computers, and/or Wi-Fi includes checking email, job search, housing search, staying in touch with friends/family, and other functions that align with building a healthy life in Recovery. Inappropriate use includes using any computer to view inappropriate content, dating sites, pornography, etc. Violations may result in temporary or permanent removal of computer and/or phone privileges. All PWC computers have monitoring software and restrictions. **Your use of this equipment constitutes permission to have computer usage monitored.**

The offices and meetings rooms at PEER Wellness Center are under video surveillance. **By utilizing the recovery community center for meetings, assistance, or volunteering, you consent to video surveillance.**

By signing this, I acknowledge that I understand these expectations and have had all questions answered. I agree to follow this contract between myself and PEER Wellness Center. Violations of this contract may result in my not being able to receive services for a specific length of time, or permanently, depending on the infraction and determined by the PEER Advisory Committee.

\_\_\_\_\_  
Your Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Staff Witness

\_\_\_\_\_  
Date

**\*\*REFERENCE COPY\*\***

***A separate copy will be provided to you for your signature and kept on file with the Center Director.  
This copy is for your reference.***

