



Miracle Hill
MINISTRIES

Miracle Hill Ministries, Inc.
P. O. Box 2546
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miraclehill.org

Miracle Hill Overcomer Center

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Guest Handbook

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**“...Therefore if anyone is in Christ he is a new creation;
the old has gone, the new has come...”**

2nd Corinthians 5:17

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WELCOME FROM THE DIRECTOR OF RECOVERY MINISTRIES

Welcome to the Overcomer Center and the first step in a life changing process that you started by walking through the door, stating your commitment to surrender your life to God, and asking to be made the new creation that only the Lord produces. You can see that we are blessed to have a wonderful facility and grounds that can create a sense of safety and serenity that allows you to focus on your desire to have a strong relationship with God and healthy relationship with others.

The Overcomer Center has been developed by men and women who love God and believe in Miracle Hill. Our goal is to create an environment that will allow you to feel wanted, loved, and secure while you restore your sense of self-worth and grow in a relationship with Christ. This program is based on recovery principles that are both Biblical and sound, and will help you understand that you never have to use chemicals or live the old lifestyle again.

Please take time to read this handbook completely, ask questions if you do not understand any of the information that is provided for you. Remember, we are a community that must have a common purpose if we are to be successful in our goal of living the life that God has created for us. You are worth the effort that it will take over the next seven months. Be patient, this is a process, with God's love and the guidance of a caring staff, the time here will be both life changing and enjoyable.

I want you to stop by my office and allow me to get to know each of you. I am thankful that you are allowing our staff to be part of your life.

May God grant you success,

Ryan T. Duerk

Ryan T. Duerk
Director

ABOUT THE OVERCOMER CENTER

As a ministry center of Miracle Hill Ministries, Inc., the Overcomer Center is a part of a total ministry solution for meeting the needs of men, women and children throughout the Upstate. The other major ministry centers include Miracle Hill Children's Home, Miracle Hill Greenville Rescue Mission, Miracle Hill Boys' Shelter, Miracle Hill Shepherd's Gate, Miracle Hill Renewal Center, Miracle Hill Relief Ministry, Miracle Hill Thrift Operations, Miracle Hill Rescue Mission---Cherokee County (located in Gaffney), and Miracle Hill Rescue Mission---Spartanburg. Each ministry center shares a common mission: ***"Miracle Hill Ministries exists that homeless children and adults receive food and shelter with compassion, hear the Good News of Jesus Christ and work towards healthy relationships and stability"***. We are fully committed to that task.

Miracle Hill Overcomer Center, houses the seven month Overcomers Christian recovery program offered by Miracle Hill Ministries, Inc. It is a residential program, which uses a Christian adaptation of the 12 steps, and incorporates aspects of many different models of addiction recovery. Our goal is to provide a Christian environment, one that promotes spiritual, emotional, and physical healing while developing the ability to live a drug and alcohol free life based on biblical principles.

Mailing Address: Overcomer Center

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Ryan Duerk..... Director
David Nieboer.....Overcomer Counselor
Komron Saadati.....Overcomer Counselor
Gordon Lake.....Overcomer Counselor
Mike Carlton.....Overcomer Counselor
Tim Brown.....Overcomer Counselor
Nathan Hamilton.....Client Support-Transitional Housing
Wade Cason.....Guest Resident Supervisor

Guest Rights

Each individual residing in a Miracle Hill facility is guaranteed the right to:

- *RECEIVE ADEQUATE AND APPROPRIATE FOOD, CLOTHING AND HOUSING*
- *LIVE IN A CLEAN AND SAFE ENVIRONMENT*
- *A PERSONAL BED OR MAT*
- *APPROPRIATE COMMUNICATION WITH SIGNIFICANT OTHERS OUTSIDE THE FACILITY*
- *HAVE ONE'S OWN POSSESSIONS*
- *HAVE HIS/HER OPINIONS HEARD AND TO BE INCLUDED, TO THE GREATEST EXTENT POSSIBLE, WHEN DECISIONS ARE MADE THAT AFFECT HIS/HER LIFE*
- *ENJOY REASONABLE FREEDOM OF THOUGHT, CONSCIENCE AND CONVICTION*
- *RECEIVE APPROPRIATE AND REASONABLE GUIDANCE, SUPPORT AND SUPERVISION*
- *RESPECT OF BODY AND PERSON*
- *FREEDOM FROM PHYSICAL, MENTAL, EMOTIONAL OR SEXUAL ABUSE AND FREEDOM FROM INHUMANE TREATMENT OF ANY TYPE*
- *CONFIDENTIALITY WITH RESPECT TO PERSONAL INFORMATION AND CASE PLANNING*
- *RECEIVE CARE WITHOUT DISCRIMINATION TO RACE, RELIGION, DISABILITY OR ETHNIC ORIGIN*
- *FILE A GRIEVANCE*
- *CHOOSE REFUSAL OF SERVICE AND LEAVE THE FACILITY*

Guest Discipline

Violations of facility, program and/or schedule guidelines will result in disciplinary action. Disciplinary action will be determined on a case by case basis with consideration given to 1) the nature and severity of the violation, 2) the history of previous violations, 3) the general level of progress the guest is making toward his goals and case plan, and 4) the guest's desire and willingness to change. Small violations can result in an "Demerit", a verbal warning and a notation made in the guest's file. The guest may also be required to complete a task or assignment to bring about corrective action. More serious violations may result in a written warning, a copy of which will be placed in the guest's case notes. In the case of serious violations, the guest may be asked to leave. At any time in the disciplinary process, staff may impose restrictions or deny privileges as deemed appropriate for the guest's best interest. **Our goal is always restorative, not punitive.** Adherence to these guidelines assists in making the community safe for all. A discipline procedure sheet will be distributed to you in Pre-program.

Some Rule violations that may result in immediate dismissal and/or possible prosecution are: the use or possession of alcohol/drugs, fighting, stealing, threatening, possession of or concealing a weapon, sexual misconduct of any kind, or the possession of pornography. Missing curfew, missing required chapel, horseplay, Refusal to follow staff instruction or abide by Program guidelines, may likewise result in dismissal from the Program.

Program Opportunities Overview

OVERCOMERS: The Overcomer Program is a Christ-centered, Bible-based 28 week, in-house drug and alcohol recovery program which uses a 12 Step method. It was founded in 1991 for the express purpose of providing a Christian program of recovery for addicted men who truly desire to change. Its purpose is to allow men to step out of the mainstream of life and focus on their relationship to God, themselves, and others. Through this process God reshapes men's lives by means of practical experiences, classroom activities, group sessions, and task assignments. A caring, competent staff shepherds the men through the Program, conducting classes, one-on-one counseling, and group sessions. Transitional housing and mentors from local churches are a valuable part of the process of assisting in the graduate's transition back into the community. Miracle Hill currently has eight Transitional houses, specifically designated for the Overcomers Program, that are available to assist graduates to complete the recovery process in a safe and supportive environment. We strongly recommend that you consider six months of transition to develop practical application of the Spiritual and recovery principles you will learn in the program.

Overcomer Admission Requirements:

- Be males at least 18 years of age desiring admission of their own accord, admitting their addiction problem, asking for help, fully willing to participate in a Christian recovery program, and committed to life change during the process.
- Be detoxified and able to pass a drug screen and breathalyzer upon arrival at the Overcomer center.
- Be willing and able to stay a minimum of 28 uninterrupted weeks in residence and then to follow a six month aftercare plan. Candidates with probation, child support, or other legal issues are required (before being admitted) to provide a written statement of release from the appropriate parties (and any resulting financial requirements).
- Be physically able to function in a recovery program that requires him to perform daily task assignments such as housekeeping, kitchen, office, or landscape work. A physical disability does not preclude admission; however, we do not have staff or facilities to care for men needing skilled or semi-skilled medical care.
- Be mentally stable and capable of functioning in a therapeutic community environment with classroom and group activities. If the guest does not have a high school diploma or GED certificate he will be required to attend GED classes.
- Agree to abide by the guidelines and cooperate totally in the program. Individuals accepted into the program are required to attend all scheduled activities, be on time, follow all Program guidelines, perform task assignments, attend to class requirements, and be responsible to staff.

INTERNS: The Miracle Hill Intern Program is a six month, Christ-centered program providing guidance and skill set development for individuals who, through the completion of a Miracle Hill long term program or because of extended shelter stays, have re-visioned their future and have felt God's leading to explore a career path in homelessness/recovery ministry. It is designed to develop the individual's vision through hands on ministry experience in a structured supportive

environment. Through opportunities to experience first hand the day to day processes involved in Miracle Hill's facilities and/or operations, Interns have the opportunity to nurture a healthy relationship with Jesus Christ while learning the people, operational, and leadership skills necessary to thrive in the world of non-profit Christian Ministry. Intern graduates may be considered for Miracle Hill employment.

Entrance Requirements and the Application Process: Guests desiring to be considered for Intern Program must submit an application letter to the VP of Adult Ministires. Accepted candidates will have a 1 month probationary period.

Minimum Time Commitment: The total time commitment that a guest makes to the intern program must be mutually agreed upon by both the guest and the administrative staff beforehand. In most cases guests make a minimum 6 month commitment. Staff may entertain case-by-case considerations for time agreements for an additional 6 months.

Spiritual Growth Opportunities

Several opportunities to grow spiritually are available in addition to the mandatory chapel services, and the curriculum set forth in the program. Staff members and volunteers conduct Bible studies, prayer and share groups, and inter-personal study groups. It is our belief that true healing and genuine recovery only occur when one enters into a growing personal relationship with Jesus Christ. Below are several things you can do to enhance your spiritual growth. As you do these things, you will begin to grow spiritually.

- 1) **Read the Bible every day.** Begin with a few verses at first. The Psalms are a good beginning point in the Old Testament. The book of John is a good beginning point in the New Testament. Proverbs provides great wisdom and encouragement. Staff can suggest other Bible books for your reading.
- 2) **Spend time in prayer** every day. Prayer is conversing with God, both talking and listening. Praying (alone or with others) for yourself and others is important. Begin with just a few minutes per day.
- 3) **Apply what you are learning** in prayer and Bible Study to your life each day. Share with others what God is doing in your life and ask them to keep you accountable for personal application of the Bible truth.
- 4) **Keep a daily journal**, recording insights from the Bible and chapel, and the things God may be trying to teach you during this time. Review your journal periodically for insights and growth.
- 5) **Read good Christian literature.** The program provides an ample library of Christian books, booklets, and pamphlets both for study and pleasure. Individual staff members can suggest books or topics for particular guests and situations.

Counseling Opportunities

All new guests meet with the director upon checking in. Further personal counseling is available throughout the program experience and by guest or staff request. Yellow Request Forms are available. A staff member is assigned to each guest during each phase of the program.

Counseling sessions involving the guest's spouse, family, pastor, and/or approved other persons may be arranged if in the guest's best interests. When your problem is beyond staff training specializations, we will refer you to other resources within the community. These resources include, but are not limited to: Mental Health, area hospitals, pastors, or private doctors. When a referral is made, Miracle Hill accepts no financial responsibility nor liability for the results of the counseling.

Educational Opportunities

Adult Education: All Overcomer guests who have not completed high school will need to attend GED classes. This is a valuable part of your stay at the Overcomer Center. Please check with the RA to determine when GED or Key Train classes are held. Some of the Key Train lessons focus on preparatory skills needed for taking the GED. United Ministries of Greenville also provides GED classes and assists our guests in preparation to take the test. Greenville Tech (and others) offer great educational and skill programs. Special permission **MUST** be obtained from the Director before making any commitments, since generally Overcomer graduates are not permitted to be in school rather than seeking employment.

Additionally, tutors are available through the Greenville Literacy Association to assist those who need extra help in specific subjects, such as learning to read. Other educational opportunities are announced as they become available.

Library: The library is provided for your personal and spiritual growth. The Overcomer library is open each night as a place to read and study. NO eating, drinking, or loud conversation is allowed in the library. Only pre-approved literature may be placed or viewed in the library. Guests must use headphones when listening to audiotapes or CD's. Please do not remove books or audios from the Library (refer to the library policies listed in the library for policies concerning "check-outs"). Books may be read in the library or on the back porch, but please leave them for others to enjoy as well.

Computer Lab: A modern computer lab is available to Overcomer guests through the guest's staff counselor. Online programs such as Key Train, GED, and Career Builder are accessible. The lab is staffed by Servant Leaders, Interns, volunteers, and Overcomer staff as needed.

DVD and CD Lab: A DVD and CD viewing area is provided for your use in the small conference room. Available times are listed, and the materials provided may not be taken out of the room. Please use this area to study and learn, as it is not for socializing.

Monday Through Friday Schedule	
5:30am	Lights on/ Wake Up
5:30-5:35am	Prayer + Quiet time
5:35-5:55am	Straighten room/ Get ready
5:55am	Pray in
6:05-6:30am	Breakfast
6:30-6:50am	Free Time
7:00-7:30am	Chapel
7:35-7:50am	Personal Devotion Time
8:00-11:45am	Class for level 2+3 / Task for Level 1+ 4
11:55am-12:45pm	Pray in-Lunch and Dining Room Clean-up
1:00-4:45pm	Class for Level 1+4 / Task for Level 2+3
2:00pm-5:00pm	Pre-program Specific Class
4:45-6:00pm	Free time
5:55pm-6:30pm	Pray in-Dinner/ Kitchen Dining Clean-up
7:10-7:30pm	Devotion
7:30-9:30pm	Free time-quiet time
9:30-9:55pm	Inside Building-Prepare for Bed
10:00pm	Lights Out/ In Bed
Pre-program Schedule	
5:30am	Wake Up
5:30-5:35am	Prayer and Quiet Time
5:35-5:55am	Straighten Room/ Get Ready for day.
5:55am	Pray In
6:05-6:30am	Breakfast
6:30-7:00am	Task Time In Hall
7:00-7:30am	Chapel
7:35-7:50am	Personal Devotion Time in Hall Area
8:00am-1:00pm	Work at Warehouse
2:00-5:00pm	Class
5:00-5:50pm	Freetime- Med/Mail
5:55pm	Pray in
6:00-6:30pm	Dinner
7:10-7:30pm	Devotion in Chapel
7:30-9:30pm	Freetime – Quiet time
9:30-9:55pm	Inside Building- Prep for Bed
10:00pm	Lights Out/ In Bed

Saturday Schedule	
4:30am	Kitchen Crew Up
5:30am	Wake Up
5:55-6:50am	Pray in-Breakfast / Clean-up
7:00-7:30am	Chapel
7:30-7:55am	Personal Time / Room in Order
8:00-9:30am	GED
8:00-9:00am	Facility Clean-up
9:00-11:55am	Free Time
11:55am-12:50pm	Pray in-Lunch / Kitchen Dining Clean-up
1:00pm-5:00pm	Visitation
4:00pm	3rd Kitchen Crew Reports
5:55am-6:30pm	Pray in-Supper & Clean-up
7:00-7:30pm	Personal Quiet Time
7:30--9:30pm	Recreational Time- Quiet Time
9:30-9:55pm	Inside Building-Prep For Bed
10:00pm	Lights Out / In Bed

Sunday Schedule	
5:30am	Wake-up
5:55am-6:30am	Pray in - Breakfast
6:55am	Guests in Blue Room for Church
7:10-10:15am	Church
10:30am	Kitchen Crew Reports
12:25-1:00pm	Pray in-Lunch
1:00-1:30pm	Dining Kitchen Clean-up
1:30-3:55pm	Free Time
3:30pm	Kitchen Crew Reports
3:55-4:30pm	Pray in-Dinner
4:30-4:50pm	Dining Kitchen Clean-up
5:15pm-Until	Blue Room - Evening Church
9:30-9:55pm	Prep For Bed
10:00pm	Lights Out

Friday Night Schedule	
7:30-10:30pm	Freetime Ends @ 10pm-inside by 9:30pm
10:30-10:55pm	Prep for Bed
11:00pm	In Bed/ Lights Out

Scheduled Events

Mondays---Bible study in the chapel from 7:30p.m.-8:30p.m. for pre-program/level 1.

Mondays--- Level 4 will attend Celebrate Recovery from 5:30p.m.-9p.m.

Tuesdays---Level 3 will attend Celebrate Recovery from 5:30p.m.-9p.m.

Tuesdays---Chapel Service is from 6:30-7:00p.m. in the chapel (*Early 5:30 meal*)

Tuesdays---Bible study in the chapel from 7:00p.m.-8:00p.m. for pre-program/level 1.

Wednesdays---Bible study in the Chapel from 7:30p.m.-8:30p.m. for pre-program/level 1.

Thursdays---Choir practice at 8p.m. in the chapel.

Thursdays---Community meeting in the chapel starting at 4p.m.

Friday---Every third Friday graduation is held in the chapel from 8am---until.

Saturday---GED is held in the Computer lab and conference room from 8a.m.-9:30a.m

Sunday---All level 1 and 2 guests attend Rocky Creek Baptist Church both in the morning and evening for service. All level 3 and 4 attend outside church services, and attend chapel in the evenings if there is not service at their church.

Level Specific Schedules:

Level 1							
Time	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
5:00am	5:30-Wake up 5:55-Pray-in	5:30-Wake up 5:55-Pray-in	5:30-Wake up 5:55-Pray-in	5:30-Wake up 5:55-Pray-in	5:30-Wake up 5:55-Pray-in	5:30-Wake up 5:55-Pray-in	5:30-Wake up 5:55-Pray-in
6:00am	6:55-Blue room for Church	6:05 Breakfast 6:30-Task time	6:05 Breakfast 6:30-Task time	6:05 Breakfast 6:30-Task time	6:05 Breakfast 6:30-Task time	6:05 Breakfast 6:30-Task time	6:55-Chapel
7:00am		7:00-Chapel 7:35-Per. Devotion	7:00-Chapel 7:35-Per. Devotion	7:00-Chapel 7:35-Per. Devotion	7:00-Chapel 7:35-Per. Devotion	7:00-Chapel 7:35-Per. Devotion	7:30-Personal Time
8:00am		Work	Work	Work	Work	Work	8-9:30 GED 8-9am Facility clean up
9:00am							
10:00am							
11:00am		11:55-12:55-Lunch and clean up	11:55-12:55-Lunch and clean up	11:55-12:55-Lunch and clean up	11:55-12:55-Lunch and clean up	11:55-12:55-Lunch and clean up	11:55 Pray-in
12:00pm	12:25-Pray-in	Level Specific Class	Level Specific Class	Basic Bible Understanding	Level Specific	Relapse Prevention Level 1+4	Visitation
1:00pm							
2:00pm		12 Step Meeting 1+4 Open Meeting	Level Specific Class	Mark A. 1 + 4		12 step meeting step specific	
3:00pm	3:55 Pray-in	4:45-Freetime	4:45-Freetime	4:45-Freetime	4:45-Freetime	4:45-Freetime	
4:00pm							
5:00pm	5:15-Blue room for Church	5:55-Pray-in	5:55-Pray-in	5:55-Pray-in	5:55-Pray-in	5:55-Pray-in	
6:00pm							
7:00pm		7:10-Devotion	7:10-Devotion	7:10-Devotion	7:10-Devotion	7:10-Devotion	7-7:30 Personal Quiet Time
8:00pm							
9:00pm							
10:00pm	10pm-Lights out in bed	10pm-Lights out in bed	10pm-Lights out in bed	10pm-Lights out in bed	10pm-Lights out in bed	10pm-Lights out in bed	10pm-Lights out in bed
11:00pm							

Level 2							
Time	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
5:00am	5:30-Wake up 5:55-Pray-in	5:30-Wake up 5:55-Pray-in	5:30-Wake up 5:55-Pray-in	5:30-Wake up 5:55-Pray-in	5:30-Wake up 5:55-Pray-in	5:30-Wake up 5:55-Pray-in	5:30-Wake up 5:55-Pray-in
6:00am	6:55-Blue room for Church	6:05 Breakfast 6:30-Task time	6:05 Breakfast 6:30-Task time	6:05 Breakfast 6:30-Task time	6:05 Breakfast 6:30-Task time	6:05 Breakfast 6:30-Task time	6:55-Chapel
7:00am		7:00-Chapel 7:35-Per. Devotion	7:00-Chapel 7:35-Per. Devotion	7:00-Chapel 7:35-Per. Devotion	7:00-Chapel 7:35-Per. Devotion	7:00-Chapel 7:35-Per. Devotion	7:30-Personal Time
8:00am		8am-10pm Apologetics Level 2+3	8am-10pm Relapse Prevention Level 2 and 3	Level Specific Class	Level Specific Class	Level Specific class	8-9:30 GED 8-9am Facility clean up
9:00am						Level Specific class	
10:00am		12 Step meeting / praise and worship	Step specific	Level Specific or Finance class		12 Step Meeting Levels 2+3 Open Meeting	
11:00am		11:55-12:55-Lunch and clean up	11:55-12:55-Lunch and clean up	11:55-12:55-Lunch and clean up	11:55-12:55-Lunch and clean up	11:55-12:55-Lunch and clean up	11:55 Pray-in
12:00pm	12:25-Pray-in	Work	Work	Work	Work	Work	Visitation
1:00pm							
2:00pm							
3:00pm	3:55 Pray-in						
4:00pm		4:45-Freetime	4:45-Freetime	4:45-Freetime	4:45-Freetime	4:45-Freetime	
5:00pm	5:15-Blue room for Church	5:55-Pray-in	5:55-Pray-in	5:55-Pray-in	5:55-Pray-in	5:55-Pray-in	
6:00pm							
7:00pm		7:10-Devotion	7:10-Devotion	7:10-Devotion	7:10-Devotion	7:10-Devotion	7-7:30 Personal Quiet Time
8:00pm							
9:00pm							
10:00pm	10pm-Lights out in bed	10pm-Lights out in bed	10pm-Lights out in bed	10pm-Lights out in bed	10pm-Lights out in bed	10pm-Lights out in bed	10pm-Lights out in bed
11:00pm							

Level 3							
Time	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
5:00am	5:30-Wake up 5:55-Pray-in	5:30-Wake up 5:55-Pray-in	5:30-Wake up 5:55-Pray-in	5:30-Wake up 5:55-Pray-in	5:30-Wake up 5:55-Pray-in	5:30-Wake up 5:55-Pray-in	5:30-Wake up 5:55-Pray-in
6:00am	6:55-Blue room for Church	6:05 Breakfast 6:30-Task time	6:05 Breakfast 6:30-Task time	6:05 Breakfast 6:30-Task time	6:05 Breakfast 6:30-Task time	6:05 Breakfast 6:30-Task time	6:55-Chapel
7:00am		7:00-Chapel 7:35-Per. Devotion	7:00-Chapel 7:35-Per. Devotion	7:00-Chapel 7:35-Per. Devotion	7:00-Chapel 7:35-Per. Devotion	7:00-Chapel 7:35-Per. Devotion	7:30-Personal Time
8:00am		8am-10pm Apolagetics Level	8am-10pm Relapse Prevention	Level Specific Class	Level Specific Class	Level Specific class	8-9:30 GED 8-9am Facility clean up
9:00am				Level Specific or Finance class		Level Specific class	
10:00am		12 Step meeting / praise and worship	Minda			12 Step Meeting Levels 2+3 Open Meeting	
11:00am		11:55-12:55-Lunch and clean up	11:55-12:55-Lunch and clean up	11:55-12:55-Lunch and clean up	11:55-12:55-Lunch and clean up	11:55-12:55-Lunch and clean up	11:55 Pray-in
12:00pm	12:25-Pray-in						
1:00pm		Work	Work	Work	Work	Work	Visitation
2:00pm							
3:00pm	3:55 Pray-in						
4:00pm		4:45-Freetime	4:45-Freetime	4:45-Freetime	4:45-Freetime	4:45-Freetime	
5:00pm	5:15-Blue room for Church	5:55-Pray-in	5:55-Pray-in	5:55-Pray-in	5:55-Pray-in	5:55-Pray-in	
6:00pm							
7:00pm		7:10-Devotion	7:10-Devotion	7:10-Devotion	7:10-Devotion	7:10-Devotion	7-7:30 Personal Quiet Time
8:00pm							
9:00pm							
10:00pm	10pm-Lights out in bed	10pm-Lights out in bed	10pm-Lights out in bed	10pm-Lights out in bed	10pm-Lights out in bed	10pm-Lights out in bed	10pm-Lights out in bed
11:00pm							

Level 4							
Time	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
5:00am	5:30-Wake up 5:55-Pray-in	5:30-Wake up 5:55-Pray-in	5:30-Wake up 5:55-Pray-in	5:30-Wake up 5:55-Pray-in	5:30-Wake up 5:55-Pray-in	5:30-Wake up 5:55-Pray-in	5:30-Wake up 5:55-Pray-in
6:00am	6:55-Blue room for Church	6:05 Breakfast 6:30-Task time	6:05 Breakfast 6:30-Task time	6:05 Breakfast 6:30-Task time	6:05 Breakfast 6:30-Task time	6:05 Breakfast 6:30-Task time	6:55-Chapel
7:00am		7:00-Chapel 7:35-Per. Devotion	7:00-Chapel 7:35-Per. Devotion	7:00-Chapel 7:35-Per. Devotion	7:00-Chapel 7:35-Per. Devotion	7:00-Chapel 7:35-Per. Devotion	7:30-Personal Time
8:00am		Work	Work	Work	Work	Work	8-9:30 GED 8-9am Facility clean up
9:00am							
10:00am							
11:00am		11:55-12:55-Lunch and clean up	11:55-12:55-Lunch and clean up	11:55-12:55-Lunch and clean up	11:55-12:55-Lunch and clean up	11:55-12:55-Lunch and clean up	11:55 Pray-in
12:00pm	12:25-Pray-in						
1:00pm		Level Specific Class	One Stop	Recovery Application	Toby's class	Relapse Prevention Level 1+4	Visitation
2:00pm				12 Step Meeting 1+4 Open Meeting		Mark A. 1 + 4	
3:00pm	3:55 Pray-in						
4:00pm		4:45-Freetime	4:45-Freetime	4:45-Freetime	4:45-Freetime	4:45-Freetime	
5:00pm	5:15-Blue room for Church	5:55-Pray-in	5:55-Pray-in	5:55-Pray-in	5:55-Pray-in	5:55-Pray-in	
6:00pm							
7:00pm		7:10-Devotion	7:10-Devotion	7:10-Devotion	7:10-Devotion	7:10-Devotion	7-7:30 Personal Quiet Time
8:00pm							
9:00pm							
10:00pm	10pm-Lights out in bed	10pm-Lights out in bed	10pm-Lights out in bed	10pm-Lights out in bed	10pm-Lights out in bed	10pm-Lights out in bed	10pm-Lights out in bed
11:00pm							

Level Pre-Program							
Time	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
5:00am	5:30-Wake up 5:55-Pray-in	5:30-Wake up 5:55-Pray-in	5:30-Wake up 5:55-Pray-in	5:30-Wake up 5:55-Pray-in	5:30-Wake up 5:55-Pray-in	5:30-Wake up 5:55-Pray-in	5:30-Wake up 5:55-Pray-in
6:00am	6:55-Blue room for Church	6:05 Breakfast 6:30-Task time	6:05 Breakfast 6:30-Task time	6:05 Breakfast 6:30-Task time	6:05 Breakfast 6:30-Task time	6:05 Breakfast 6:30-Task time	6:55-Chapel
7:00am		7:00-Chapel 7:35-Per. Devotion	7:00-Chapel 7:35-Per. Devotion	7:00-Chapel 7:35-Per. Devotion	7:00-Chapel 7:35-Per. Devotion	7:00-Chapel 7:35-Per. Devotion	7:30-Personal Time
8:00am		Work	Work	Work	Work	Work	8-9:30 GED 8-9am Facility clean up
9:00am							
10:00am							
11:00am		11:55-12:55-Lunch and clean up	11:55-12:55-Lunch and clean up	11:55-12:55-Lunch and clean up	11:55-12:55-Lunch and clean up	11:55-12:55-Lunch and clean up	11:55 Pray-in
12:00pm	12:25-Pray-in						
1:00pm		Al Davis	2-4:45 Class	2-4:45 Class	2-4:45 Class	2-4:45 Class	Visitation
2:00pm							
3:00pm	3:55 Pray-in						
4:00pm		4:45-Freetime	4:45-Freetime	4:45-Freetime	4:45-Freetime	4:45-Freetime	
5:00pm	5:15-Blue room for Church	5:55-Pray-in	5:55-Pray-in	5:55-Pray-in	5:55-Pray-in	5:55-Pray-in	
6:00pm							
7:00pm		7:10-Devotion	7:10-Devotion	7:10-Devotion	7:10-Devotion	7:10-Devotion	7-7:30 Personal Quiet Time
8:00pm							
9:00pm							
10:00pm	10pm-Lights out in bed	10pm-Lights out in bed	10pm-Lights out in bed	10pm-Lights out in bed	10pm-Lights out in bed	10pm-Lights out in bed	10pm-Lights out in bed
11:00pm							

Program Overview

THE CURRICULUM: Each guest must complete a four week pre-program as well as four levels each a minimum of six weeks. You will learn responsibilities, gain privileges, and fulfill requirements and goals for advancement and completion. Each guest is unique and their counselors will determine their progress based on the guest's specific needs. The program uses the 'Power to Choose' book and other materials to promote a new way of living.

PRE-PROGRAM: Pre-program is the initial phase a guest enters when he makes the life altering decision to become an Overcomer. Pre-program is designed to help new guests become acclimated to life at the Overcomer Center. Within the first 72 hours a new guest will receive his task assignment and begin attending classes and chapel services. Please keep your handbook on you at all times for the first thirty days.

LEVEL 1: SPIRITUAL FOUNDATIONS (STEPS 1, 2 & 3): This first phase is intended to emphasize the need for a personal relationship with Christ as the central focus of a healthy recovery. OC guests will begin to establish a personal plan outlining their short-term goals for recovery.

LEVEL 2: INNER HEALING (STEPS 4,5 & 6): Guests begin to look inwardly, identifying and processing destructive thought patterns and areas of personal hurt that have contributed to their addiction.

LEVEL 3: PLANNING FOR HEALTHY LIVING & RELATIONSHIP (STEPS 7,8 & 9): Guests are encouraged to ask God to change negative character traits & behavior, begin to focus on making peace with others, developing and following a plan for their spiritual life, and making amends/restitution as needed.

LEVEL 4: PREVENTION AND PLANNING (STEPS 10,11 & 12): Guests continue to develop an aftercare plan. They will receive training and support on life skills such as resume writing, job preparation, practical budgeting, and relapse prevention. They will continue to put into practice all tools that apply to their individual recovery plan.

General Guidelines

*It is our desire to provide a positive atmosphere for your inner wellbeing and spiritual growth. This is **YOUR** program and as such you should report rule infractions to staff in accordance with the “Peer Accountability and Conflict Resolution” guidelines contained in this handbook. It is your responsibility to learn and understand Overcomer guidelines and schedules, to participate actively and to be on time for activities. Since accountability is the key to healthy recovery, you will be accountable to staff and staff designees at all times. It is also your responsibility to read and follow the posted rules and guidelines and written instructions on all forms used by the Program staff---such as Pass requests, Special Permission Slips, etc.*

We understand that through life experience many individuals have retained unhealthy relationships. Severing some of those relationships is necessary for recovery and growth; therefore, we require that each guest refrain from any gang activity to include: signs, colors, language, or discussion while under the care of MHM.

APPOINTMENTS AND ATTENDANCE: Guests are expected to schedule appointments for job, medical, mental health, Vocational Rehabilitation, Social Services, United Ministries, Veterans, Social Security, Probation, legal or Court related issues, etc at times that do NOT conflict with their class or assigned task responsibilities. Staff members may grant exceptions if: (1) the guest has a written appointment card for a particular date, or (2) The place where the guest needs to go has specifically contacted the staff member requesting the guest be there. Overcomers will be assigned an accountability partner for appointments. Please be 5 minutes early to all events.

ATTITUDE AND BEHAVIOR: In every relationship (between guests, staff, volunteers, visitors, etc.), it is important to practice what is commonly called the Golden Rule (“In everything, therefore, treat people the same way you want them to treat you.”---Matt. 7:12 NASB). Jesus said it, and it still works today. Principles of Biblical peacemaking should be applied to any conflicts which arise. It may become necessary to terminate a guest’s stay if his attitude or behavior is continually and consistently out of line with the spirit of the program or unwillingness to practice peacemaking.

BED REST: Bed Rest is to be given by OC staff, and is for a period of 24 hours. During this period you must stay in bed, and may not make phone calls, or exercise. While on bed rest you may go down to the dining room for meals if you feel up to it (Eating 15 minutes before scheduled times).

You must return to your bed immediately after eating. In order to come off bed rest early you must see the staff member who gave you bed rest. If you go to the hospital or emergency room you are automatically on bed rest when you return.

BUILDING: Guests should not loiter in hallways or around the front desk, Reception area, Staff office hallway or Canteen. The staff restrooms are for staff and guests only. Only use the elevator when assigned to do so. Please refrain from sitting on any tables. Please do not exit through any doors except the rear day room doors unless instructed to do so by staff, S.L., intern, or as part of assigned task. You may not be in an unassigned work area without staff permission. Guests should enter and exit by the front door unless otherwise specified. Please refrain from using the restroom facilities during morning task time so they can be thoroughly cleaned. Empty lockers are not for storage, so guests may only use the locker assigned to them. Similarly, hats, book bags, and other personal items must be stored in your locker. Only staff members may open and close windows. Please do not touch the thermostats in each room. Laundry bags must be hung on lockers.

CHAPEL: Attendance for the entire chapel service is required (and monitored by roll call) for all Overcomer guests. Guests may NOT leave chapel during the service (except for emergencies), bring food or drink to chapel, sleep, create any disturbance, and must be respectful and cooperative toward chapel speakers and guests. Prior to chapel is a time for quiet reflection, prayer, and devotion (No talking during this time), and please only have your Bible and/or a notebook to take notes. If your name is not called at roll call, notify the person who is calling roll before he leaves. Miracle Hill Ministries acknowledges the right of each individual to believe in and seek a relationship with God as he or she understands Him. However, as a distinctively Evangelical Protestant Christian Ministry we do not allow the public use, study, or distribution of other Faith's religious teachings while residing in our Adult Ministry Facilities. Similarly, we do not permit the public practice of other faiths, distinctive dress, special observances, or religious holy days. Once you have entered the chapel please sit front to back in available chairs.

CLOTHING AND PERSONAL ITEMS: New guests are given clothing as needed at check-in. Additional clothing may be requested (or exchanged) at the Clothing Room. All clothing comes to OCC through donations. Personal hygiene items will be given to any guest as needed (white Request Form). Clothing room hours and other specific policies are posted. Items are subject to availability For clothing limits refer to your "What to Bring" sheet. There is only one pillow allowed per bed, so if you bring a pillow please let the RA know. If you have an electric toothbrush or razor please only charge these at night. There are also no alarm clocks allowed.

CONFIDENTIALITY: The utmost care is taken to preserve the confidentiality of guests at the Overcomer Center. We do not give out information as to the residency status of guests, except in response to official law enforcement requests. All guest information is considered confidential and is shared only with other agencies and individuals who are "either providing or evaluating the possibility of providing additional assistance to me." (Application and Data form signed).

DRESS CODE: Modesty and thoughtfulness to others are always important, therefore guests are required to be fully and appropriately dressed when outside of their rooms. Shirts must have sleeves, nothing with alcohol or drug emblems, inappropriate, or distasteful slogans, and shorts

must be modest. No sleeveless or cutoff shirts may be worn. Pajamas are never appropriate clothing outside of your room. Shirts must be tucked in at all times outside of guest's room, as well as shoes must be tied with socks on. Sunbathing (shirt off, wearing shorts) is only permitted for guests on the back of the building after 5:00 PM Monday through Saturday, and after 2p.m. on Sunday. No "sagging" pants. Hats or other head coverings and sunglasses may not be worn in the building. It is never appropriate to have things hanging out of your mouth such as toothpicks and sucker sticks. Sandals (open toe or open heel, e.g. Crocs), flip-flops, or house slippers are allowed before 6a.m. and after 8p.m. to travel to/from the restroom. No piercings of any kind are allowed while staying at the facility. Sandals are not permitted anywhere except in your room or when going to and from the shower area before 6a.m. or after 8p.m.

DRUG FREE ENVIRONMENT: The Overcomer Center is obviously a drug, alcohol, and nicotine free environment. Standard alcohol breath testing, random urine drug screens, drug dog searches, and locker searches are conducted on a random ongoing basis. Guests may be tested at any time for drug, nicotine, or alcohol use. Failing (or refusing) a urine drug or alcohol breath test means immediate dismissal from the Overcomer Center.

FOOD: Meals and snacks are provided by the facility. Please do not remove food, utensils, plates, cups, etc. from the Kitchen/Dining Hall area. You may also purchase food items in the Canteen and vending machines. Food is allowed at designated times in designated dining areas only. The dining room is closed between 9:30p.m. and 6a.m. except to get water from the fountain (Open till 10:30p.m. on Fridays). Food is restricted to the dining hall. Candy is prohibited in the chapel, in church, and in class. Guests requesting "late plates" may not eat during the regular meal. Guests must be orderly and respectful of kitchen staff, kitchen volunteers, and other guests during meal times. Breaking in the meal lines is not tolerated.

GAMBLING: No gambling (including State lottery games or Internet) or card playing.

GRIEVANCE PROCEDURE: If you are in conflict with a staff member or if you think that you have been treated unfairly, there is a prescribed procedure to follow in resolving the conflict: 1) Go to that staff member and talk over the problem with him. If the problem does not get resolved then 2) Take the problem to the Overcomer Director who will usually mediate a meeting between you and the staff member involved. 3) If you still feel the issue is not being fairly resolved you may ask the Overcomer Director to arrange a meeting with the Adult Ministries Vice President, who has the final word.

HOUSEKEEPING AND HYGIENE: Keeping your temporary home here in a clean, neat, and orderly condition is good for you and those around you. Therefore, all guests are responsible for keeping their living area and the common areas of the OCC clean and neat at all times, and will be assigned cleaning duties on a rotating schedule. Guests should take a shower **daily** and practice good hygiene habits. Place all trash in proper containers. Rooms and halls will be cleaned thoroughly each day. It is your responsibility to know and follow the established cleaning procedure. Guests should be clean and dressed, with their rooms and bunk areas ready for inspection on Monday – Sunday by 6:55am. Beds are to be tight and presentable any time you

leave your room, and this includes sheets and mattress pad cover. Do not store sheets from week to week. This includes sweeping, dusting, mopping, making the bed, neatly stacking all personal items, removing items from the floor, and making sure all clothes are folded or put up properly, etc. **Guests are not allowed to enter a room, or living space where they do not reside unless under staff instruction.** Please refrain from leaning, touching, or putting feet on the walls at any time. Blinds and doors should be open from wake-up till 5pm daily Monday through Friday, and open till 1pm on Saturday and Sunday.

INJURIES & PERSONAL SAFETY: Your personal safety is of chief concern. If at any point you discover that your personal safety is being jeopardized notify staff immediately. There will always be a staff person and a staff designee on call to respond to emergencies. Never undertake any activity (task related, recreational, confrontational, etc.) that may compromise your personal safety. Point out all safety concerns to staff as soon as you discover them. Any accident, injury, or potentially hazardous condition must be reported to your supervisor or the nearest staff member immediately. An injury report must be filled out within 24 hours of the injury.

JOB SEARCH OPPORTUNITIES: As you near the end of the program the level 4 counselor will designate times for job search. Additionally, United Ministries offers a job readiness/job search class. Finally the Counselors regularly receive information from employers seeking to hire guests, and this information will be passed on regularly to graduates. Remember to network with your new church family as they may have job leads within the church body.

LANGUAGE AND HORSEPLAY: No cursing, profane language or horseplay is allowed; treat everyone with respect. Racial Slurs are never permitted at the Overcomer Center. Please refrain from using secular slang; singing secular(non-Christian) songs; and speaking inappropriate vocabulary (*Ephesians 4:29*).

LAUNDRY: Guests must do their personal laundry at least one time per week. The OCC will provide enough laundry detergent for at least one load per week, and additional detergent can be requested. Laundry may be done during free time. **Do not Start Wash Loads after 8:00 p.m.** Guests are responsible to stay with their laundry while it is being done and to empty machines promptly when it is finished. Only use one washer and one dryer at a time. **8a.m.-9:30p.m. M-F, 9a.m.-9:30p.m Sat. and Sun.**

MAIL: U.S. Mail is sorted and passed out by the staff daily. Mail should be sent to Overcomer Center Attn. (Guest's Name), 1916 North Pleasantburg Dr., Greenville, SC, 29609. When you leave the Overcomer Center, please notify friends, family, and businesses of your new address. **The U.S. Postal Service will not forward mail from any institution through a change of address card, and all mail received after your departure will be stamped return to sender.**

MEDICAL CARE: Medical, dental, and optometric care are important services guests may obtain through a variety of volunteer partners. Primary medical care is provided by New Horizons at the OCC once per month. Their schedule is announced prior to their visit. This visit may include eye examinations and emergency dental. Mental Health services are available through Greenville Mental Health and the VA. Most of these services are free or on a sliding scale. Failure to disclose income and insurance is against the law, and this takes services away from those in need. All medical bills are the responsibility of the guest to pay. Program Guests who have or develop a medical condition that hinders their total participation may be given a medical leave until after their medical condition is resolved. If you become ill during the day, see your staff supervisor or counselor for instructions. No guest should return to his bunk or leave his assigned task without first obtaining staff permission. Appointments must be turned in or scheduled through the appropriate staff member at least 48 hours (by 7 a.m.) in advance. If you need to go to the emergency room an ambulance will be called. Once 911 is contacted for any reason all guests will be instructed to go their rooms. You are responsible for any transportation costs that might be incurred by calling EMS.

MEDICATION: The OCC is not a medical facility and has no budget for medication. Guests in need of medications, medical or dental attention, etc., not provided through New Horizons are responsible for all expenses. All guest medications are placed in a secure lockup by the staff. Narcotic medications are NOT permitted for guests. Other than their daily medication packet, guests are not allowed to have medications, either prescription or over-the-counter, in their possession. Mouthwash, cold remedies, or cough syrup containing alcohol are not permitted. Each guest's medications are made available daily (see schedule on Clinic door) and **must** be taken according to the Doctor's instructions

MIRACLE HILL MINISTRIES PROPERTY: All property at the Overcomer Center, or any of the other ministry locations is property of **Miracle Hill Ministries, Inc.** Therefore, guests are not to borrow, barter, trade, or sell any property.. No merchandise should ever be taken from any of the above places without staff knowledge and written permission. Under no circumstances shall: 1) any guest take items from a truck, other vehicle, or any of the above places. 2) any item being brought in be given directly to the guest without first being checked at the office by a staff member. Clothing items sent over for our Clothing Room must be placed directly in the Clothing Room, so that it is fairly available to all guests. Do not touch the AC/ Heating thermostats or units. Items taken (stolen) from the above places subject the guest to program disqualification and/or the possibility of law enforcement officers being called to investigate.

PASS POLICY: Eligibility for passes varies with different guests within the facility, and all passes are required to be turned in 48 hours in advance (Must be 48 business hours in advance). Guests are eligible for one 24 hour pass during level 3 and one 48 hour pass during level 4. Passes for overnight stays must be filled out properly, signed by staff, and the guest is responsible for being with their listed accountability at all times while on pass. Guests may not leave for their pass until they have completed their Friday work responsibilities, generally at 5:00 p.m. All guests who are eligible for visitation are eligible for one off-campus visitation per level. All passes can be obtained at the front desk before 7am or after 5pm.

PASSES: Different color forms are used for different things. Please see the list below:

- White: Clothing/ hygiene request
- Red: Medical Passes
- Green: Special permission for any activity not in posted schedule.
- Blue: 2 hour, 24 and 48 hour passes.
- Purple: Visitation passes. **(list all family members and relationships.)**
- Grey: Mentor Pass.
- Yellow: Staff Pass.

PEER ACCOUNTABILITY AND CONFLICT RESOLUTION: The task of maintaining a healthy environment here is everyone's responsibility. Therefore, it is in your best interest to be accountable to yourself and to your fellow guests. When a conflict arises, please follow the procedure Christ gave in Matthew 18:15-18.

- 1) First, go to your brother privately and in a loving manner, let him know that he has done something wrong that is potentially harmful to himself and/or others. If he listens to you, you have done him and the community a great service, and perhaps you have gained a friend. Acknowledge your part (attitudes & actions) in the conflict also.
- 2) If he refuses to listen, go back to him and take a trusted friend or two with you. As before, speak out of love; not out of a vengeful spirit.
- 3) If he still won't see the error of his ways, report the incident to the staff.

Throughout this process, it is VERY important to pray for God's guidance and for His Will to be done. As we are not used to dealing with conflict in a healthy and Christ like manner, the staff will be informed of all conflicts within the community so they can facilitate healthy communication. And as always, remember that your purpose is to build up the body of Christ, and to share His peace with everyone.

PERSONAL DEVOTION: Personal devotion time in the mornings is a time set aside for devotion to God and personal reflection. During this time please read either your Bible or a devotional book. Feel free to make notes or use your highlighter. As this time is personal, please refrain from discussion and also use the restroom either before or after the set aside time.

PERSONAL ITEMS RESPONSIBILITY: The Overcomer Center cannot be responsible for your personal belongings that are lost or stolen. For this reason we recommend that guests only bring essential items with them. Large sums of money, expensive items (e.g. jewelry, clothing, etc), and important documents should **NOT** be brought to the facility at all. We will gladly store a suitcase or bag of your belongings for you while you are a guest. Please show respect for other guests' property. There is only very limited storage for valuables and money in the facility. When you leave the facility please take all your personal belongings with you. In order to leave belongings and medications behind when a guest checks out, approval by staff is necessary. The Overcomers Center cannot store your personal items in your absence, and only holds them for 72 hours.

PHONES: Only staff members are allowed to answer phones, unless you are assigned to the desk. You can use the phone after you reach level 1, and should check with staff for the correct day of use. Three individual ten minute calls each week are allowed for guests who have phone privileges. Level 4 has the use of a level 4 cell phone for business, mentor, and church related calls. No one is allowed to make a call for you, but in emergencies see your appropriate counselor. **(Please refer to the phone policies listed by each phone for further information.)**

Call times are as follows:	Monday – Friday	6pm---9pm
	Saturday	9am---9pm
	Sunday	9am---9pm

For your convenience phones are provided in the building, and calls must be logged in correctly and signed off by Interns, RAs, or staff. Due to confidentiality issues, desk men do not give out information as to whether or not a person is a guest at the Overcomer Center. All messages are taken for guests only if they are job related or professional concerns (attorneys, Probation/Parole, etc.), and are directed to the guests appropriate counselor. In the event of an emergency, the appropriate staff member will take the call and notify the guest personally.

***Cell phones are not permitted while staying at the facility.
All personal cell phones should be left at home as the facility can not be held
responsible for the storage of those devices or other valuables.***

PROGRAM FEE: All guests are asked to pay their \$85 program fee upon arrival to the facility. For those unable to pay their fee sponsors are sometimes available. Program Fees may be paid to, and receipted by, any Overcomer Center staff member.

RECREATION: Many individual and group recreational opportunities are available for guests. Guests must return all recreation equipment to the proper location when finished. Organized recreational activities will be scheduled by staff, interns, or Resident Advisors. The goal of the RAs will be to have at least one recreational activity per week. This could include sporting events, tournaments, talent or comedy shows, etc. During the RA meeting, members should suggest, discuss, vote on, and plan upcoming recreational events and activities. The majority vote will determine the selection. Two scheduled movies per week will be shown in the day room: one on Saturday and the other on Sunday. Interns or a staff member will be responsible for setting up and showing the movie. Staff will determine and supply the movie selection. All recreational activities must cease by 9:30 p.m. Sunday - Thursday and by 10:30 p.m. on Friday night and 9:30p.m. on Saturday. All recreation areas are closed during any scheduled community activity. Other guidelines such as those covering music, language, horseplay, etc., certainly apply during recreation.

RADIO, TV AND MUSIC: Portable electronic audio is reserved for level 4 only, and can be used in the guest's room or outside the facility. They can only be used with headphones, and **only** at a volume that cannot be heard by others. They may be used **only** from 3:30 p.m. until 10:00 p.m. weekdays and all day Saturday and Sunday unless the guest has task or class responsibilities. TV viewing exceptions may be made for special events with 24-hour prior staff approval. Music and TV viewing not conducive to Christian growth is not permitted, only listed channels are allowed. Music CD's must be pre-approved by staff members. Only Christian or classical music is allowed. Personal TV's, DVD players, or computers are not allowed. Guests cannot have battery operated clocks or fans in their rooms at this time. See the provided chart for TV viewing times:

EVENT	FRIDAY	SATURDAY	SUNDAY
MOVIES AND TV	NONE	4-8PM REDROOM, AND THIS INCLUDES THE SECULAR MOVIE.	12-4PM IN THE RED ROOM, AND THIS INCLUDES THE CHRISTIAN MOVIE OF THE WEEKEND SHOWN FIRST.
SPORTS	NONE	12PM-8PM, BLUE ROOM	12-4PM IN THE BLUE ROOM.
WORSHIP	CHAPEL 7PM-10PM	PERSONAL	PERSONAL
XBOX	NONE	12PM-4PM RED ROOM	NONE
GUITARS	NONE	12-8PM IN THE CHAPEL	12-4PM IN THE CHAPEL.

ONLY INTERNS AND STAFF MAY CHANGE THE CHANNEL OR TOUCH THE REMOTE OF ANY TV, DVD PLAYER, OR OTHER MEDIA OR AUDIO DEVICES.

IN THE CASE OF A CHAMPIONSHIP GAME, OR ANY CLEMSON VS. CAROLINA GAME, THE GAME CAN BE WATCHED AT ALTERNATE TIMES AND TO THEIR CONCLUSION.

READING MATERIAL: A literature resource center and many excellent books are provided to help guests grow and develop. Pornographic magazines, sex novels, literature that deals with the occult, and anti-Christian literature are not allowed on the premises. Likewise violence, inappropriate sex, bad language, or horror themes are not permitted. Posters, pictures, and other reading materials not conducive to recovery and Christian growth are also not permitted. Books and other reading materials must have prior staff approval. Please be considerate of others and share library resources fairly. Please refrain from bringing any books with you to the program, as only a Bible is approvable upon program entry. Please use the provided Bible in each classroom, but feel free to use a personal Bible at chapel services and other functions.

SEXUAL ISSUES: Acting out sexual behavior is not permitted. Any cross dressing, hand holding, pornography viewing, masturbation, kissing, or other sexual conduct, etc are specific examples of behavior which will result in your disqualification from the Overcomer Center. Since Overcomers does not have a medical staff or specialized counselors, we are not able to accept guests who are transgendered or who are in the transgender process. Sexual paraphernalia is likewise not permitted.

SOME GENERAL GUIDELINES: Shoes must be kept orderly under the edge of your bed, also please keep chairs against your locker when not in use. Place extra belongings in storage, or if you have to much please send it home. No sleeping during the day for any reason, except when given bed rest by a staff member. Do not lean back in chairs because they weaken the chairs. War stories go against good recovery principles and are therefore prohibited. Guests are not to borrow money from others. Please clean up after all hygiene activities, including keeping the sinks clean after use. Cursing, dirty jokes, threatening others, racial slurs, griping, and/or complaining are never permitted. Guests are not permitted in any other rooms than their own. Only laundry bags may be hung neatly from the bed ends. Towels are hung from the side of your locker. You may not change your bunk and room assignment for any reason unless directed by staff. Always get directly out of bed in the morning, you have two minutes to get up and out. Please do not break in line during meal times or other activities.

STAFF ACCESS: Guests and staff interact on a daily basis. Each staff member is available during his/her normal work schedule. The Program staff, and the Director are all available. If you need to have a specific meeting with any one of these, fill out a yellow Request obtained from the desk. Your RA can tell you which staff member you should address your request to. Please provide as much written information as possible.

STEWARDSHIP: Guests are expected to help the Overcomer Center maintain low energy costs by making sure that all appliances and lights are turned off when not in use. Thermostats are set to ministry specifications and should only be adjusted by appropriate staff if necessary. Keep doors and windows closed at all times to help keep air conditioning and heating costs in check. Staff may monitor and assist guests with personal budgeting, spending, and saving of their financial resources. There is a finance class available for upper level guests to help men budget and prepare for re-entry.

TASK ASSIGNMENTS: All guests are required to perform some type of task assignment as part of their stay with the Overcomer Center. Task assignments are made with consideration given to: 1) the best interest of the guest in his personal development and Case Plan, 2) the current needs of the ministry. The facility may choose to change a guest's task assignment at any time. Each guest should have the attitude, **"I live here, and it's my responsibility to help keep my areas clean and orderly."** Short term, dated doctor excuses from an honored physician away from task responsibilities are honored. Long term, permanent doctor excuses from task responsibilities generally cannot be honored. Guests who are medically unable to perform daily task assignments may be referred to other agencies. All men are expected to follow the schedule and guidelines of their particular task assignment, be properly trained and supervised before operating tools and equipment, and remain in their assignment area until quitting time or until released by the staff

supervisor. Not showing up for your task, walking off, refusal to work, or leaving early may result in your disqualification from the program. Be safety conscious at all times, keep work areas clean and neat, and return tools or equipment to their proper location prior to leaving work for the day. Facility cleanup serves to keep the facility clean. Everyone should participate to the extent required of them by the RA or staff.

TOBACCO USE: Tobacco use in any form including smoking, chewing, dipping, etc. is prohibited from the Overcomer Center. Tobacco may not be used in any form in any Miracle Hill building or vehicle.

TRANSITIONAL HOUSING: No matter where you go after leaving the Overcomer Center you are going to transition somewhere. We believe that transitional housing, in some form, is a necessary part of the recovery process, and a proper transitional plan is required of all guests prior to completion of the program. Transitional housing opportunities are available through Miracle Hill, and other ministries. Your transitional plan must be approved by Overcomer staff. *Day labor, 3rd shift jobs, and part-time jobs are not permitted at the Overcomer center.* **Guests working 2nd shift, past the normal 9:30 p.m. curfew, must have permission of staff for those specific jobs. The transitional coordinator may grant occasional, short term exceptions for unusual circumstances. Guests are not allowed to work for businesses whose primary income is from alcohol.**

VEHICLES: No guest may drive any Overcomer Center vehicle at any time unless officially approved by Miracle Hill Ministries. Guests riding in an Overcomer Center vehicle must follow Van Policy and remain accountable to the van driver. Guest conduct and speech must be courteous and edifying, void of profanity. Vehicles are not allowed to make unauthorized trips or stops. Guests are not allowed to leave trash in vehicles. Only graduates who have a valid Driver's license, registration, and current proof of insurance may be given permission to park a personal vehicle at the Overcomer Center. Guest vehicles must be parked in the back parking lot. Vehicles improperly parked or without proper credentials will be towed at the owner's expense.

VISITORS: Program Guests must fill out an Approved Visitors List Form, which will be placed in his file. All visitors must be conducive to your program of recovery, be pre-approved by staff, and must register when they arrive and depart (visitors arriving without an appropriate pass will be denied). Visitors are normally limited to legally married spouses and immediate family members only (fathers, mothers, brothers, sisters, children). Exceptions may be made through the staff and may require an introductory session with a counselor. Visitors may use the day room, Dining Hall, and recreation areas for picnics or recreation, but all areas must be properly cleaned and straightened after use. You are responsible to insure that the conduct of your visitors falls within our guidelines, that all children remain with you at all times, and that they dress modestly and appropriately. Normal visiting hours are Saturday from 1:00pm until 5:00 p.m. You receive visitation privileges after entrance into level 2.

VOLUNTEERS: Volunteers are a vital and integral part of Miracle Hill Ministries. Volunteers primarily offer support through kitchen assistance, housekeeping assistance, professional skills, counseling, special events, and Chapel presentation. Job descriptions and guidelines are given to volunteers. Guests should show respect for all volunteers and visitors and are not allowed to ask them for money or special favors. Flirting with female volunteers or visitors is not permitted.

VOICING CONCERNS: You have many opportunities to voice your concerns and to offer suggestions: community meetings, routine task meetings, and Guest Satisfaction Surveys. Items demanding immediate attention should be brought to staff as soon as possible. Please do not assume that staff is already aware of your concerns or suggestions. A suggestion box is available, and suggestions are discussed by staff regularly.

WEIGHT ROOM: Weight room must be kept clean and well organized at all times, weights returned to their appropriate racks (**available times are posted**). You must have an accountability partner when in the weight room for safety reasons.



Miracle Hill MINISTRIES

GOD'S PLAN OF SALVATION

GOD LOVES YOU

"For God so loved the world, that He gave His only begotten Son, that whoever believes in Him shall not perish, but have eternal life." (John 3:16) "But God demonstrates His own love toward us, in that while we were yet sinners, Christ died for us." (Rom. 5:8)

ALL ARE SINNERS

"For all have sinned and fall short of the glory of God." (Rom. 3:23) "As it is written, 'There is none righteous, not even one.'" (Rom. 3:10)

GOD'S REMEDY FOR SIN

"For the wages of sin is death, but the free gift of God is eternal life in Christ Jesus our Lord." (Romans 6:23) "But as many as received Him, to them He gave the right to become children of God, even to those who believe in His name." (John 1:12) "For I delivered to you as of first importance what I also received, that Christ died for our sins according to the Scriptures, and that He was buried, and that He was raised on the third day according to the Scriptures." (1 Cor. 15:3-4)

ALL MAY BE SAVED NOW

"Behold, I stand at the door and knock; if anyone hears My voice and opens the door, I will come in to him and will dine with him, and he with Me." (Revelation 3:20a) "For, 'Whoever will call on the name of the Lord will be saved.'" (Romans 10:13)

REPENTANCE

"I considered my ways, and turned my feet to Your testimonies. I hastened and did not delay to keep your commandments." (Psa. 119:59-60)

MY DECISION TO RECEIVE CHRIST AS MY SAVIOR

Confessing to God that I am a sinner, and believing that the Lord Jesus Christ died for my sins on the cross and was raised from the dead for my forgiveness, I now receive and confess Him as my personal Savior.

Please ask the staff about spiritual questions you have.