

Community Crisis Services, Inc
Hypothermia Program
Program Rules

The Hypothermia Program operates emergency shelter space at various congregations throughout Prince George's County, Maryland. The hours of operation are from 7:00PM to 7:00AM. It is important that the shelter operates with respect and consideration of others. Guests are therefore advised of the following house rules and are asked to abide by them. If you do not sign this form, you will not be allowed to stay at the Hypothermia shelter.

1. Guests will sign in each evening as they enter the shelter. All guests will complete an initial interview on their first night in the program.
2. Guests are admitted into the Hypothermia Program based on a referral/reservation from the Homeless Hotline (1-888-731-0999) to be admitted into the program. Guests may sign up for the following night without having to call each day. Guests failing to sign up must call the Homeless Hotline at 8:00AM to make a reservation. There is no guarantee that spaces will be available daily. Guests who sign up three times and fail to show at the shelter will lose the privilege of signing up in advance. All guests are required to either sign up or call in for a reservation.
3. Guests are expected to leave the church and the shelter area no later than 7:00AM each morning. If guests hang around the church during the day, they may not be permitted to return to the shelter in the future. Guests may not arrive at the church prior to 7:00PM each night.
4. Guests are not permitted to admit anyone into the shelter.
5. Once admitted to the shelter, guests must remain in the area of the shelter (which includes the smoking area if provided). Guests who leave the shelter area will not be re-admitted unless there is an emergency and the shelter staff approves re-entry.
6. Guests may bring two bags per person and are responsible for their clothes, purses, wallets, money, toys, and other belongings while in the shelter. The Hypothermia Program is not responsible for items brought into the shelter or left at the church or liable for participant items that are lost, stolen or disappear. Guests are expected to remove all belongings daily. The Hypothermia Program will not be responsible for transporting items for guests from church to church through the program. Items left for more than 7 days will be disposed of by CCSI. All bags are subject to search for contraband.
7. Guests are responsible for being familiar with emergency exits at each location. If guests need help with evacuations, the shelter manager should be notified upon entry into the shelter.

8. The possession, use, or distribution of alcohol or drugs is prohibited. Any possession or use of these substances on premises will be grounds for immediate dismissal from the shelter. Violations of the law may be reported to the police.
9. Weapons are not permitted at any facility housing the Hypothermia Program. Possession of a weapon is grounds for immediate dismissal from the program. Weapons possession will be reported to the police.
10. Meals will be served twice daily at specified times. Food will be served at only those specified times. Food is permitted only in those areas approved by the host church.
11. The shelter may or may not have showers. Bathrooms/showers will be used carefully and left in a neat and orderly condition after use. Guests are expected to bathe regularly to avoid health concerns.
12. The shelter is a group setting. Mutual respect will be shown between guests, workers, and volunteers. No loud, vulgar or inappropriate language will be permitted.
13. Violent behavior will not be tolerated in the shelter. Should there be any evidence of violence (such as fighting, etc), the police will be called immediately and persons involved are subject to expulsion from the Hypothermia Program.
14. Smoking is prohibited in any facility used by the Hypothermia Program. Where smoking is permitted, it should be done only in a designated area outside the church.
15. No open flames are permitted in any facility used by the Hypothermia Program. This includes matches, lighters, candles, incense, etc.
16. Lights will generally be out by 10:00PM. All guests will be awakened each morning so that the shelter is empty by 7:00AM daily. Waking times may change due to church location. Cell phones must be turned off when lights go out.
17. Guests must be clothed appropriately at all times.
18. Guests must dispose of all trash/waste in appropriate receptacles. Guests are expected to help keep the shelter neat and clean and help with morning clean up of the shelter. This includes cleaning up after you eat (e.g., putting disposable dishes, cups, and silverware in the trash.)
19. Prescriptions must be registered and secured when guests enter the program.
20. Adult guests with children are responsible for their children's behavior. If children cannot be controlled and thereby cause problems for staff or other guests, parents and children may be dismissed from the shelter. Children must be supervised by parents or their designee at all times. Unattended children will be reported to Child Protective Services.
21. Guests are to behave properly while in the vans travelling to and from the shelter. Behavior rules for the shelter apply while riding in the van. The van driver has the discretion to remove anyone from the van that is not abiding by the rules.
22. No food or beverages are to be consumed in the van.
23. Only one participant per cot will be permitted.

- 24. Guests agree to actively participate in services provided by case managers, mental health screeners, and other paid staff as well as follow any treatment plans. If a referral becomes available to a county shelter, clients are required to accept the referral. Failure to do so might lead to dismissal from the program.
- 25. Guests agree to abide by decisions made by the shelter staff on duty. Failure to do so might lead to dismissal from the shelter.
- 26. Guests who do not abide by these rules will be asked to leave the shelter and may not be admitted again.

My signature below means that I understand all of the items above and that rules will be applicable during my entire stay at the Hypothermia Program. Further, I understand that I am responsible for following my case plans. I understand that I am responsible for moving my personal items from the shelter. The churches will not move items.
Anything that I leave in the shelter is subject to being disposed of. Any violation of these rules may result in my being banned from the Hypothermia Program.

Name (Printed) Signature

Shelter Worker Signature Date