**A&PI WELLNESS CENTER COMMUNITY AGREEMENTS**

**COMMUNITY COMMITMENTS**

As a collective of clients and staff, we are committed to:

* Building and empowering communities
* Respecting ourselves, each other, and this space
* Ensuring the safety of all clients and staff
* Maintaining confidentiality

This is our safe space and we create it together every day

**RULES AND REGULATIONS**

Asian & Pacific Islander Wellness Center provides a safe environment for clients and staff. All clients and staff are expected to treat each other with mutual respect.

The following behaviors will not be tolerated:

1. Violence or threats of violence, displaying weapons, or verbal harassment/intimidation of participants or staff.
2. Theft from participants, staff, or A&PI Wellness Center.
3. Destruction or damage of property of participants, staff, or A&PI Wellness Center.
4. Using or selling alcohol and/or illicit drugs at A&PI Wellness Center
5. Discrimination or mistreatment based on race, ethnicity, language, sexual orientation, gender identity, gender expression, surgery status, sex, health, mental health status, disability, history of drug use, age, occupation, immigration status, religion, or economic status.
6. Sexual conduct.
7. Camping, or hanging out, in the agency hallway or waiting room.
8. Eating outside of the designated eating area.
9. Using the drop-in space for personal storage. (The agency is not responsible for client belongings; leaving items unattended is done so at your own risk).
10. Inappropriate use of the bathrooms: Use is limited to 10 minutes.
11. Unattended companion/service animals. (Proof may be required).

This is not an exhaustive list; staff may restrict other inappropriate behavior at any time.

Violation of these Community *Rules and Regulations* may result in the suspension or termination of services. Clients exhibiting behaviors outlined in *1 through 11* will be asked to leave the agency and return when they are calm. If a client refuses to leave, security will be notified and the client will be escorted out of the agency and away from the premises.

Client Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Printed Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Staff Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**A&PI Wellness Center**

**CONSEQUENCES FOR VIOLATING COMMUNITY AGREEMENTS**

Our goal is to encourage client to enjoy A&PI Wellness Center and never be suspended from using services. However, if participants break any of the Community Agreements, they will receive a **WARNING** or **SUSPENSION** **OF** **SERVICES** **(SOS)\*,** depending on the nature of the incident.

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| **Description of Incident** | **Consequences** |
| Violence or threats of violence | At least a 6-month suspension. Conditional re-entry. |
| Theft from participants, staff, or A&PI Wellness Center | At least a 90-day suspension |
| Destruction or damage of property of participants, staff, or A&PI Wellness Center | At least a 90-day suspension |
| Using or selling of alcohol and/or illicit drugs at or A&PI Wellness Center | At least a 30-day suspension |
| Verbal harassment or intimidation of staff, participants, or other community members | Warning (first time)  At least a 30-day suspension after |
| Discrimination or mistreatment based on race, ethnicity, language, sexual orientation, gender identity, surgery status, sex, health, mental health status, disability, history of drug use, age, occupation, immigration, or economic status | Warning (first time)  At least a 30-day suspension after |
| Sexual conduct | Warning (first time)  At least a 2-week suspension after |
| Other inappropriate behavior | Warning or SOS |

\*Note: suspension of services will officially begin after staff delivers suspension notice to client

Client Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Staff Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Client Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*This publication is part of a series of manuals that describe models of care that are included in the HRSA SPNS Initiative* Building a Medical Home for HIV Homeless Populations*. Learn more at* <http://cahpp.org/project/medheart/models-of-care>