



## New Recovery Residence Operator Policy

This WVARR policy is intended to support and guide new operators through unfamiliar challenges, problem-solving, and best practices regarding the operations of recovery residences. This policy applies to any operator who is new to the recovery residence and/or recovery residence operations fields, and/or is newly certified by WVARR. We believe engagement with new operators will cultivate relationships based on trust and support. We hope that establishing this type of recovery culture among new operators will be beneficial for the recovery housing community as a whole.

All new and newly-certified recovery residence operators will participate in a 90-day follow-up/check-in period with the WVARR team. During this time, there will be several interview check-ins with residence staff and residents.

The 90-day New Operator period will include the three phases listed below:

- Phase 1 / First 30 days - Operators meet with WVARR staff twice, biweekly, or as needed, as determined by WVARR staff.
- Phase 2 / 30 - 60 days - Operators meet with WVARR staff 2-4 times, or as needed, as determined by WVARR staff.
- Phase 3 / 60 - 90 days - Operators meet with staff twice, biweekly, or as needed, as determined by WVARR staff. If no resident interview has yet been conducted, one will be coordinated at this time.

A follow-up report will be developed by WVARR staff and reviewed by the operator & WVARR team collaboratively. This report will include an overview of interactions, progress, resident and staff feedback, and any other relevant information pertaining to the operation of the recovery residence(s). These reports will be stored in the operator's file.

WVARR Staff Signature \_\_\_\_\_ Date \_\_\_\_\_

Operator Signature \_\_\_\_\_ Date \_\_\_\_\_