



The State of Hawaii Department of Health, Alcohol and Drug Abuse Division, may determine whether the applicant, submitting an application for a certified registered clean and sober home in good-standing, is in compliance with the standards described below, as pursuant to *Hawaii Administrative Rules (HAR) §11-178-7 Registry Standards.*

CLEAN AND SOBER HOMES REGISTRY STANDARDS CHECKLIST

Organization and Administrative [HAR §11-178-7(b)]

- Written mission statement;
- Written code of ethics;
- Written policies and procedures governing resident rights, grievances, fees, charges, payments, and deposits;
- Written screening criteria for new residents;
- Written house rules.

Fiscal Management [HAR §11-178-7(c)]

- Accounting system documenting all resident financial transactions, such as fees, payments, and deposits.

Operations [HAR §11-178-7(d)]

- General liability insurance.

Recovery Support [HAR §11-178-7(e)]

- Written policies on maintaining an alcohol and drug-free environment;
- Written policies ensuring residents receive an orientation on financial matters, group living, rental agreements, house rules, safety, grievance and health policies and procedures prior to signing a rental agreement;
- Post written resident rights, requirements, agreements and house rules.

Property [HAR §11-178-7(f)]

- Signed and dated safety self-assessment checklist that includes functioning smoke detectors and fire extinguishers in plain sight in clearly marked locations;
- Written and posted emergency plan with phone numbers, procedures and evacuation maps in clearly marked locations including emergency resident contact information.

Good Neighbor [HAR §11-178-7(g)]

- Policies addressing neighbors' reasonable complaint regarding smoking, loitering, parking, noise, offensive language, and cleanliness.

According to Hawaii Revised Statutes (HRS) §321-193.7, "Nothing in this section shall relieve a certificate holder from compliance with other pertinent statutory provisions, nor shall a certificate holder be relieved from compliance with other applicable provisions of federal, state, or county laws, ordinances, or rules. The department may revoke the certificate of registration if a home ceases to meet established standards or any other applicable federal, state or county law, ordinance or rule. The department may revoke the certificate of registration if there are reasonable grounds to believe that the continued operation of the home presents an immediate danger to residents of the home or the general public."