



BERGEN COUNTY HOUSING, HEALTH AND HUMAN SERVICES CENTER

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Policy on Curfew and After-Hours

Beginning on 1/4/16 the new curfew will be 8:00 pm everyday of the week. The doors to the Center will be locked at curfew (8:00 pm every night). Security has been advised not to let anyone into the shelter after hours unless they have been notified by management, the individual has a pass or there is a true emergency. For individuals with a late pass they must arrange to be at the Center at the time on the pass and will not be allowed in after that time. Anyone found in violation of this policy will be asked to leave the shelter.

No telephone calls for tardiness will be accepted, except in the case of an emergency situation that can be verified (Discharge papers including time of release). Security must call management before admitting anyone into the facility after hours that does not have a pass.

As this is a homeless shelter, guests are expected to be in their beds every night for the duration of their stay. If an individual has been admitted to a hospital they must provide discharge papers to return to the shelter. ER Visits not arranged by HHH may not be considered as a legitimate cause to be out overnight if it is apparent that the hospital was used inappropriately.

Overnight Passes are not provided.

Any individual who stays out overnight without Prior staff approval may be re-located in the shelter or discharged based on availability of beds and guest behavior.

Late Passes are only issued to those who are employed and you must show proof of employment or in treatment for substance abuse and must receive pre-approval from the clinical coordinator.

Any individual who engages in fraudulently scanning in for evening shelter and then leaving the Center will be immediately discharged.

Guests who have a pattern of bad behavior when they return after hours (for example are argumentative, intoxicated and/or disruptive to others) may be asked to leave the shelter altogether. After light outs, guests need to be sleeping or lying quietly. The use of electronics of any kind or any activity that prevents others from sleeping is strictly prohibited. Violators will receive a warning but repeated violations will result in the guest being asked to leave the shelter.