The purpose of this policy is to establish the procedure for resident’s daily living activities.

### Policy

**I. Resident Responsibilities for Personal and Unit Space and Possessions:**

A. Every day each resident shall:
   
   1. Make his/her bed.
   
   2. Sweep the floor of his/her room.

B. Once a week each resident shall:
   
   1. Damp mop the floor of his/her room.
   
   2. Dust the furniture and the windowsill.
   
   3. Wipe the window.

C. Every day unit residents shall, as directed by staff, pick up the dayroom, ensuring that all items are returned to their proper storage locations.

D. Every day unit residents shall, as directed by staff, disinfect the sink and toilets and sanitize the showers in the unit bathrooms.

E. Residents shall not be paid for the performance of these responsibilities.

**II. Other Residential Unit/Building Responsibilities:**

A. Residents and staff have responsibilities for the care of common spaces within the building. Such responsibilities may be accomplished through paid resident jobs.

**III. Resident Participation in Unit/Building Activities**
A. Residential and Clinical staff shall develop and plan activities for residential units and buildings that promote positive resident interaction and team building.

B. As directed to do so by staff, residents shall actively and respectively participate in such activities as unit/building meetings and discussions, and unit team-building activities.

IV. Personal Appearance

A. Residents shall maintain a clean and neat appearance that is consistent with the residential dress code.