



ARKANSAS ALLIANCE OF RECOVERY RESIDENCES

Reviewer Inspection Checklist.

*NARR Standard 3.0 — on-site certification assessment
instrument.*

4 domains · 10 principles · 31 standards · scored 1 / 2 / 3 / D
Configured for Level II; the same form serves all four NARR levels.

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ON-SITE REVIEW

Inspection header.

RESIDENCE NAME		RESPONSIBLE STAFF NAME
ADDRESS		NARR LEVEL (CIRCLE ONE)
		I II III IV
REVIEW DATE	LEAD REVIEWER	CO-REVIEWER

SCORING KEY

1 — Not Acceptable · 2 — Needs Improvement · 3 — Acceptable · D — Doesn't Apply

Comments and a Quality Improvement Recommendation are required for any item scored 1 or 2. Score each item per its NARR-level requirement (shown on the item); items not required at the residence's level may be scored D.

PHASE 1

Documentation index.

Assemble these before the visit. The reviewer checks each as received during the paperwork hour; references point to the scored items in this instrument.

✓	DOCUMENT	NARR STANDARD
LEGAL & BUSINESS		
☐	Business entity documentation (incorporation / LLC / business license)	2a
☐	Liability insurance certificate (and other appropriate coverage)	2b
☐	Property-owner written permission to operate (if not operator-owned)	2c
☐	Nondiscrimination compliance statement	2d
MISSION, ETHICS & PERSONNEL POLICY		
☐	Written mission statement	1a
☐	Vision statement	1b
☐	Marketing / advertising honesty attestation	2e
☐	Background-check policy & procedure (recommended)	2f
☐	Resident paid-work policy (if applicable)	2g
☐	Staff financial-boundaries policy	2h
☐	Code of Ethics (NARR-aligned) + signature log (owners, operators, staff, volunteers)	2i
FINANCIAL		
☐	Fee & charges disclosure (written, signed by applicant)	3a
☐	Resident financial accounting system / sample ledger	3b
☐	Refund policy	3c
☐	Third-party payment disclosure policy	3d
DATA, RIGHTS & RECORDS		
☐	Resident data-collection policy & procedure	4a
☐	Resident agreement (rights, financial, services, goals, relapse, property)	5a
☐	Records security policy	6a
☐	Confidentiality-law compliance policy	6b
☐	Social-media / privacy policy	6c
GOVERNANCE		
☐	Resident-governance / resident-made-rules documentation	7a
☐	Grievance policy & procedure (incl. escalation to oversight org)	7b
☐	Length-of-stay policy	7d

✓	DOCUMENT	NARR STANDARD
☐	Residence-leader role descriptions	8b
STAFF & SOCIAL MODEL		
☐	Staff self-care / support policy	9a, 9c
☐	Staff code of conduct / boundaries	9b
☐	Social Model leadership-training policy	10a
☐	Certification acceptance/verification policy	10b
☐	Staffing plan (continuous development)	10c
☐	Priority-population policy	11a
☐	Cultural-responsiveness training records	11b
☐	Job descriptions (all positions)	12a–12c
☐	Staff performance-development policy	13a
SAFETY & HEALTH (POLICIES)		
☐	Alcohol / illicit-drug-free policy	16a
☐	Prohibited-items & search procedures	16b
☐	Drug-screening / toxicology protocol	16c
☐	Medication usage & storage policy	16d
☐	Resident safety/health-responsibility policy	16e
☐	Home-safety attestation (electrical / mechanical / structural)	17a
☐	Local-code compliance attestation OR inspection documentation	17b
☐	Safety-inspection policy + inspection & drill logs	17c
☐	Smoke-free policy	18a
☐	Bodily-fluids / contagious-disease policy	18b
☐	Resident emergency-contact records	19b
☐	Emergency-orientation documentation	19c
RECOVERY SUPPORT (RECORDS)		
☐	Individualized recovery-planning template incl. exit plan	21a
☐	Peer leadership / mentoring criteria	21c
☐	Resource directory	22a
☐	Weekly recovery-support schedule	23a
☐	Mechanisms for resident input	26c
☐	Household-expense sharing documentation	27d
☐	Weekly community-meeting schedule	27e
		29d

✓	DOCUMENT	NARR STANDARD
☐	Community-linkage records (job / education / family / health / housing)	
GOOD NEIGHBOR		
☐	Neighbor contact-info policy	30a
☐	Neighbor-concern response policy	30b
☐	Neighbor-interaction orientation	30c
☐	Courtesy rules (smoking/loitering/language/cleanliness)	31a
☐	Parking courtesy rules	31b

THE STANDARDS

NARR 3.0 standards & items.

Every standard is scored against its Level II requirement. Items tagged **Phase 1** are confirmed from documents at the table; **Phase 2** items are confirmed on the walkthrough or in resident interviews.

Domain 1 · Administrative & Operational

Principle A · OPERATE WITH INTEGRITY

Standard 1 · Use mission and vision as guides for decision making

1a A written mission that reflects a commitment to those served and identifies the population served which, at a minimum, includes persons in recovery from a substance use disorder.

Req: Level II · NARR 1a · Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

1b A vision statement that is consistent with NARR's core principles.

Req: Level II · NARR 1b · Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

Standard 2 · Adhere to legal and ethical codes and use best business practices

2a Documentation of legal business entity (e.g., incorporation, LLC documents or business license).

Req: Level II · NARR 2a · Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

2b Documentation that the owner/operator has current liability coverage and other insurance appropriate to the level of support.

Req: Level II · NARR 2b · Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

2c Written permission from the property owner of record (if the owner is other than the recovery residence operator) to operate a recovery residence on the property.

Req: Level II · NARR 2c · Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

Score D if the operator owns the property.

2d A statement attesting to compliance with nondiscriminatory state and federal requirements.

Req: Level II · NARR 2d · Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

2e Operator attests that claims made in marketing materials and advertising will be honest and substantiated and that it does not employ any of the following: • False or misleading statements or unfounded claims or exaggerations; • Testimonials that do not reflect the real opinion of the involved individual; • Price claims that are misleading; • Therapeutic strategies for which licensure and/or counseling certifications are required but not applicable at the site; or • Misleading representation of outcomes.

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- Testimonials that do not reflect the real opinion of the involved individual;
- Price claims that are misleading;
- Therapeutic strategies for which licensure and/or counseling certifications are required but not
- Misleading representation of outcomes.

Req: Level II · NARR 2e · Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

2f Policy and procedures that ensure that appropriate background checks (due diligence practices) are conducted for all staff who will have direct and regular interaction with residents.

Req: Level II (QI only) · NARR 2f · Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

2g Policy and procedures that ensure the following conditions are met if the residence provider employs, contracts with or enters into a paid work agreement with residents: • Paid work arrangements are completely voluntary; • Residents do not suffer consequences for declining work; • Residents who accept paid work are not treated more favorably than residents who do not; • All qualified residents are given equal opportunity for available work; • Paid work for the operator or staff does not impair participating residents' progress towards their recovery goals; • The paid work is treated the same as any other employment situation; • Wages are commensurate with marketplace value and at least minimum wage; • The arrangements are viewed by a majority of the residents as fair; • Paid work does not confer special privileges on residents doing the work; • Work relationships do not negatively affect the recovery environment or morale of the home; • Unsatisfactory work relationships are terminated without recriminations that can impair recovery.

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- Work relationships do not negatively affect the recovery environment or morale of the home;
- Unsatisfactory work relationships are terminated without recriminations that can impair recovery.

Req: Level II • NARR 2g • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

Score D if the residence does not employ or pay residents.

2h Staff must never become involved in residents' personal financial affairs, including lending or borrowing money, or other transactions involving property or services, except that the operator may make agreements with residents with respect to payment of fees.

Req: Level II • NARR 2h • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

2i A policy and practice that provider has a code of ethics that is aligned with the NARR Code of Ethics. There is evidence that this document is read and signed by all those associated with the operation of the recovery residence, to include owners, operators, staff and volunteers.

Req: Level II • NARR 2i • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

Standard 3 • Be financially honest and forthright

3a Prior to the initial acceptance of any funds, the operator must inform applicants of all fees and charges for which they will be, or could potentially be, responsible. This information needs to be in writing and signed by the applicant.

Req: Level II • NARR 3a • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

3b Use of an accounting system which documents all resident financial transactions such as fees, payments and deposits:

- Ability to produce clear statements of a resident's financial dealings with the operator within reasonable timeframes; •
- Accurate recording of all resident charges and payments; • Payments made by 3rd party payers are noted.
- Ability to produce clear statements of a resident's financial dealings with the operator within
- Accurate recording of all resident charges and payments;
- Payments made by 3rd party payers are noted.

Req: Level II • NARR 3b • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

3c A policy and practice documenting that a resident is fully informed regarding refund policies prior to the individual entering into a binding agreement.

Req: Level II • NARR 3c • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

3d A policy and practice that residents be informed of payments from 3rd party payers for any fees paid on their behalf.

Req: Level II • NARR 3d • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

Standard 4 • Collect data for continuous quality improvement

4a Policies and procedures regarding collection of resident's information. At a minimum data collection will protect the individual's identity, be used for continuous quality improvement, and be part of day- to-day operations and regularly reviewed by staff and residents (where appropriate).

Req: Level II • NARR 4a • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

Principle B • UPHOLD RESIDENTS' RIGHTS

Standard 5 • Communicate rights and requirements before agreements are signed

5a Documentation of a process that requires a written agreement prior to committing to terms that includes the following: • Resident rights; • Financial obligations, and agreements; • Services provided; • Recovery goals; • Relapse policies; • Policies regarding removal of personal property left in the residence.

- Resident rights;
- Financial obligations, and agreements;
- Services provided;
- Recovery goals;
- Relapse policies;
- Policies regarding removal of personal property left in the residence.

Req: Level II • NARR 5a • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

Standard 6 • Protect resident information

6a Policies and procedures that keep residents' records secure, with access limited to authorized staff.

Req: Level II • NARR 6a • Phase 1 DOCUMENT + OBSERVE | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

6b Policies and procedures that comply with applicable confidentiality laws.

Req: Level II • NARR 6b • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

6c Policies and procedures, including social media, protecting resident and community privacy and confidentiality.

Req: Level II • NARR 6c • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

Principle C • CREATE A CULTURE OF EMPOWERMENT WHERE RESIDENTS ENGAGE IN GOVERNANCE AND LEADERSHIP

Standard 7 • Involve residents in governance

7a Evidence that some rules are made by the residents that the residents (not the staff) implement.

Req: Level II • NARR 7a • Phase 1 DOCUMENT + INTERVIEW | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

7b Grievance policy and procedures, including the right to take unresolved grievances to the operator's oversight organization.

Req: Level II • NARR 7b • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

7c Verification that written resident's rights and requirements (e.g. residence rules and grievance process) are posted or otherwise available in common areas.

Req: Level II • NARR 7c • Phase 2 OBSERVE | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

7d Policies and procedures that promote resident-driven length of stay.

Req: Level II • NARR 7d • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

7e Evidence that residents have opportunities to be heard in the governance of the residence; however, decision making remains with the operator.

Req: Level II • NARR 7e • Phase 2 INTERVIEW | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

Standard 8 • Promote resident involvement in a developmental approach to recovery

8a Peer support interactions among residents are facilitated to expand responsibilities for personal and community recovery.

Req: Level II • NARR 8a • Phase 2 INTERVIEW | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

8b Written responsibilities, role descriptions, guidelines and/or feedback for residence leaders.

Req: Level II • NARR 8b • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

8c Evidence that residents' recovery progress and challenges are recognized and strengths are celebrated.

Req: Level II • NARR 8c • Phase 2 INTERVIEW | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

Principle D • DEVELOP STAFF ABILITIES TO APPLY THE SOCIAL MODEL**Standard 9 • Staff model and teach recovery skills and behaviors**

9a Evidence that management supports staff members maintaining self-care.

Req: Level II • NARR 9a • Phase 1 DOCUMENT + INTERVIEW | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

9b Evidence that staff are supported in maintaining appropriate boundaries according to a code of conduct.

Req: Level II • NARR 9b • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

9c Evidence that staff are encouraged to have a network of support.

Req: Level II • NARR 9c • Phase 1 DOCUMENT + INTERVIEW | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

9d Evidence that staff are expected to model genuineness, empathy, respect, support and unconditional positive regard.

Req: Level II • NARR 9d • Phase 2 INTERVIEW + OBSERVE | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

Standard 10 • Ensure potential and current staff are trained or credentialed appropriate to the residence level

10a Policies that value individuals chosen for leadership roles who are versed and trained in the Social Model of recovery and best practices of the profession.

Req: Level II • NARR 10a • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

10b Policies and procedures for acceptance and verification of certification(s) when appropriate.

Req: Level II • NARR 10b • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

10c Staffing plan that demonstrates continuous development for all staff.

Req: Level II (QI only) • NARR 10c • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

Standard 11 • Staff are culturally responsive and competent

11a Policies and procedures that serve the priority population, which at a minimum include persons in recovery from substance use but may also include other demographic criteria.

Req: Level II • NARR 11a • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

11b Cultural responsiveness and competence training or certification are provided.

Req: Level II • NARR 11b • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

Standard 12 • All staff positions are guided by written job descriptions that reflect recovery

12a Job descriptions include position responsibilities and certification/licensure and/or lived experience credential requirements.

Req: Level II • NARR 12a • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

12b Job descriptions require staff to facilitate access to local community-based resources.

Req: Level II • NARR 12b • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

12c Job descriptions include staff responsibilities, eligibility, and knowledge, skills and abilities needed to deliver services. Ideally, eligibility to deliver services includes lived experience recovering from substance use disorders and the ability to reflect recovery principles.

Req: Level II • NARR 12c • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

Standard 13 • Provide Social Model-Oriented Supervision of Staff

13a Policies and procedures for ongoing performance development of staff appropriate to staff roles and residence level.

Req: Level II • NARR 13a • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

13b Evidence that management and supervisory staff acknowledge staff achievements and professional development.

Rec: Level II (QI only) • NARR 13b • Phase 1 DOCUMENT + INTERVIEW | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

13c Evidence that supervisors (including top management) create a positive, productive work environment for staff.

Req: Level II • NARR 13c • Phase 2 INTERVIEW | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

Domain 2 • Physical Environment

Principle E • PROVIDE A HOME-LIKE ENVIRONMENT

Standard 14 • The residence is comfortable, inviting, and meets residents' needs

14a Verification that the residence is in good repair, clean, and well maintained.

Req: Level II • NARR 14a • Phase 2 OBSERVE | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

14b Verification that furnishings are typical of those in single family homes or apartments as opposed to institutional settings.

Req: Level II • NARR 14b • Phase 2 OBSERVE | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

14c Verification that entrances and exits are home-like vs. institutional or clinical.

Req: Level II • NARR 14c • Phase 2 OBSERVE | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

14d Verification of 50+ sq. ft. per bed per sleeping room. Sleeping room: _____ Beds in room: ____ Room area (sq ft): _____ Sq ft per bed: _____ (required ≥ 50)

Sleeping room: _____ Beds in room: ____ Room area (sq ft): _____ Sq ft per bed: _____ (required ≥ 50)

Req: Level II • NARR 14d • Phase 2 OBSERVE + MEASURE | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

14e Verification that there is a minimum of one sink, toilet and shower per six residents. Max residents: ____ Sinks: ____ Toilets: ____ Showers: ____ Ratio (residents per fixture): _____ (required ≤ 6:1)

Max residents: ____ Sinks: ____ Toilets: ____ Showers: ____ Ratio (residents per fixture): _____ (required ≤ 6:1)

Req: Level II • NARR 14e • Phase 2 OBSERVE + MEASURE | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

14f Verification that each resident has personal item storage.

Req: Level II • NARR 14f • Phase 2 OBSERVE | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

14g Verification that each resident has food storage space.

Req: Level II • NARR 14g • Phase 2 OBSERVE | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

14h Verification that laundry services are accessible to all residents.

Req: Level II • NARR 14h • Phase 2 OBSERVE | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

14i Verification that all appliances are in safe, working condition.

Req: Level II • NARR 14i • Phase 2 OBSERVE | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

Standard 15 • The living space is conducive to building community

15a Verification that a meeting space is large enough to accommodate all residents.

Req: Level II • NARR 15a • Phase 2 OBSERVE | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

15b Verification that a comfortable group area provides space for small group activities and socializing.

Req: Level II • NARR 15b • Phase 2 OBSERVE | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

15c Verification that kitchen and dining area(s) are large enough to accommodate all residents sharing meals together.

Req: Level II • NARR 15c • Phase 2 OBSERVE | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

15d Verification that entertainment or recreational areas and/or furnishings promoting social engagement are provided.

Req: Level II • NARR 15d • Phase 2 OBSERVE | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

Principle F • PROMOTE A SAFE AND HEALTHY ENVIRONMENT

Standard 16 • Provide an alcohol and illicit drug free environment

16a Policy prohibits the use of alcohol and/or illicit drug use or seeking.

Req: Level II • NARR 16a • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

SAFETY-CRITICAL — A 1 WITHHOLDS CERTIFICATION UNTIL CORRECTED.

16b Policy lists prohibited items and states procedures for associated searches by staff.

Req: Level II • NARR 16b • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

16c Policy and procedures for drug screening and/or toxicology protocols.

Req: Level II • NARR 16c • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

16d Policy and procedures that address residents' prescription and non-prescription medication usage and storage consistent with the residence's level and with relevant state law.

Req: Level II • NARR 16d • Phase 1 DOCUMENT + OBSERVE | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

SAFETY-CRITICAL — A 1 WITHHOLDS CERTIFICATION UNTIL CORRECTED.

16e Policies and procedures that encourage residents to take responsibility for their own and other residents' safety and health.

Req: Level II • NARR 16e • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

Standard 17 • Promote Home Safety

17a Operator will attest that electrical, mechanical, and structural components of the property are functional and free of fire and safety hazards.

Req: Level II • NARR 17a • Phase 1 DOCUMENT + OBSERVE | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

SAFETY-CRITICAL — A 1 WITHHOLDS CERTIFICATION UNTIL CORRECTED.

17b Operator will attest that the residence meets local health and safety codes appropriate to the type of occupancy (e.g. single family or other) OR provide documentation from a government agency or credentialed inspector attesting to the property meeting health and safety standards.

Req: Level II • NARR 17b • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

SAFETY-CRITICAL — A 1 WITHHOLDS CERTIFICATION UNTIL CORRECTED.

17c Verification that the residence has a safety inspection policy requiring periodic verification of: • Functional smoke detectors in all bedroom spaces and elsewhere as code demands; • Functional carbon monoxide detectors, if residence has gas HVAC, hot water or appliances; • Functional fire extinguishers placed in plain sight and/or clearly marked locations; • Regular, documented inspections of smoke detectors, carbon monoxide detectors and fire extinguishers; • Fire and other emergency evacuation drills take place regularly and are documented (required at Levels II–IV; not required at Level I). Smoke detectors tested (#/loc): _____ CO detectors (#/loc): _____ Fire extinguishers (#/loc): _____ Last documented inspection: _____ Last evacuation drill: _____

- Functional smoke detectors in all bedroom spaces and elsewhere as code demands;
- Functional carbon monoxide detectors, if residence has gas HVAC, hot water or appliances;
- Functional fire extinguishers placed in plain sight and/or clearly marked locations;
- Regular, documented inspections of smoke detectors, carbon monoxide detectors and fire
- Fire and other emergency evacuation drills take place regularly and are documented (required

Smoke detectors tested (#/loc): _____ CO detectors (#/loc): _____ Fire extinguishers (#/loc): _____

Last documented inspection: _____ Last evacuation drill: _____

Req: Level II • NARR 17c • Phase 2 DOCUMENT + OBSERVE | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

SAFETY-CRITICAL — A 1 WITHHOLDS CERTIFICATION UNTIL CORRECTED.

Standard 18 • Promote Health

18a Policy regarding smoke-free living environment and/or designated smoking area outside of the residence.

Req: Level II • NARR 18a • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

18b Policy regarding exposure to bodily fluids and contagious disease.

Req: Level II • NARR 18b • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

Standard 19 • Plan for emergencies including intoxication, withdrawal and overdose

19a Verification that emergency numbers, procedures (including overdose and other emergency responses) and evacuation maps are posted in conspicuous locations. Evacuation maps posted at: _____ Emergency numbers posted: ☐ Yes ☐ No Overdose response posted: ☐ Yes ☐ No

Evacuation maps posted at: _____ Emergency numbers posted: ☐ Yes ☐ No Overdose

response posted: ☐ Yes ☐ No

Req: Level II • NARR 19a • Phase 2 OBSERVE | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

SAFETY-CRITICAL — A 1 WITHHOLDS CERTIFICATION UNTIL CORRECTED.

19b Documentation that emergency contact information is collected from residents.

Req: Level II • NARR 19b • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

19c Documentation that residents are oriented to emergency procedures.

Req: Level II • NARR 19c • Phase 1 DOCUMENT + INTERVIEW | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

19d Verification that Naloxone is accessible at each location, and appropriate individuals are knowledgeable and trained in its use. Naloxone location(s): _____ Expiration checked: ☐ Yes ☐ No Trained individuals (name/date): _____

Naloxone location(s): _____ Expiration checked: ☐ Yes ☐ No Trained individuals (name/date): _____

Req: Level II • NARR 19d • Phase 2 OBSERVE + DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

SAFETY-CRITICAL — A 1 WITHHOLDS CERTIFICATION UNTIL CORRECTED.

Domain 3 • Recovery Support

Principle G • FACILITATE ACTIVE RECOVERY AND RECOVERY COMMUNITY ENGAGEMENT

Standard 20 • Promote meaningful activities

20a Documentation that residents are encouraged to do at least one of the following: • Work, go to school, or volunteer outside of the residence (Levels I–II and some III); • Participate in mutual aid or caregiving (all levels); • Participate in social, physical or creative activities (all levels); • Participate in daily or weekly community activities (all levels); • Participate in daily or weekly programming (Levels III–IV).

- Work, go to school, or volunteer outside of the residence (Levels I–II and some III);
- Participate in mutual aid or caregiving (all levels);
- Participate in social, physical or creative activities (all levels);
- Participate in daily or weekly community activities (all levels);
- Participate in daily or weekly programming (Levels III–IV).

Req: Level II • NARR 20a • Phase 1 DOCUMENT + INTERVIEW | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

Standard 21 • Engage residents in recovery planning and development of recovery capital

21a Evidence that each resident develops and participates in individualized recovery planning that includes an exit plan/strategy.

Req: Level II • NARR 21a • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

21b Evidence that residents increase recovery capital through such things as recovery support and community service, work/employment, etc.

Req: Level II • NARR 21b • Phase 1 DOCUMENT + INTERVIEW | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

21c Written criteria and guidelines explain expectations for peer leadership and mentoring roles.

Req: Level II • NARR 21c • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

Standard 22 • Promote access to community supports

22a Resource directories, written or electronic, are made available to residents.

Req: Level II • NARR 22a • Phase 1 DOCUMENT + OBSERVE | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

22b Staff and/or resident leaders educate residents about local community-based resources.

Req: Level II • NARR 22b • Phase 2 INTERVIEW | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

Standard 23 • Provide mutually beneficial peer recovery support

23a A weekly schedule details recovery support services, events and activities.

Req: Level II • NARR 23a • Phase 1 DOCUMENT + OBSERVE | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

23b Evidence that resident-to-resident peer support is facilitated (residents are taught to think of themselves as peer supporters and are encouraged to practice peer support interactions with other residents).

Req: Level II • NARR 23b • Phase 2 INTERVIEW | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

Standard 24 • Provide recovery support and life skills development services

24a Provide structured, scheduled, curriculum-driven, and/or otherwise defined support services and life skills development. Trained staff (peer and clinical) provide learning opportunities.

Level II: n/a — score D • NARR 24a • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

24b Ongoing performance support and training are provided for staff.

Level II: n/a — score D • NARR 24b • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes:

Standard 25 • Provide clinical services in accordance with state law

25a Evidence that the program's weekly schedule includes clinical services.

Level II: n/a — score D • NARR 25a • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes:

Principle H • MODEL PROSOCIAL BEHAVIORS AND RELATIONSHIP ENHANCEMENT SKILLS

Standard 26 • Maintain a respectful environment

26a Evidence that staff and residents model genuineness, empathy and positive regard.

Req: Level II • NARR 26a • Phase 2 INTERVIEW + OBSERVE | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes:

26b Evidence that trauma informed or resilience-promoting practices are a priority.

Rec: Level II (QI only) • NARR 26b • Phase 2 DOCUMENT + INTERVIEW | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes:

26c Evidence that mechanisms exist for residents to inform and help guide operations and advocate for community-building.

Req: Level II • NARR 26c • Phase 1 DOCUMENT + INTERVIEW | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes:

Principle I • CULTIVATE THE RESIDENT'S SENSE OF BELONGING AND RESPONSIBILITY FOR COMMUNITY

Standard 27 • Sustain a “functionally equivalent family” within the residence by meeting at least 50% of the following

At least 50% of items a–f must be met. Mark each, then confirm the threshold in the summary below.

27a Residents are involved in food preparation.

Req: Level II • NARR 27a • Phase 2 INTERVIEW + OBSERVE | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes:

27b Residents have a voice in determining with whom they live.

Req: Level II • NARR 27b • Phase 2 INTERVIEW | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

27c Residents help maintain and clean the home (chores, etc.).

Req: Level II • NARR 27c • Phase 2 OBSERVE + INTERVIEW | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes:

27d Residents share in household expenses.

Req: Level II • NARR 27d • Phase 1 DOCUMENT + INTERVIEW | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes:

27e Community or residence meetings are held at least once a week.

Req: Level II • NARR 27e • Phase 1 DOCUMENT + INTERVIEW | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes:

27f Residents have access to common areas of the home.

Req: Level II • NARR 27f • Phase 2 OBSERVE | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

Standard 27 summary — Items met: ____ of 6. At least 3 (50%) required. Threshold met: ☐ Yes ☐ No

Standard 28 • Foster ethical, peer-based mutually supportive relationships among residents and staff

28a Engagement in informal activities is encouraged.

Req: Level II • NARR 28a • Phase 2 INTERVIEW | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

28b Engagement in formal activities is required.

Level II: n/a — score D • NARR 28b • Phase 2 DOCUMENT + INTERVIEW | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

28c Community gatherings, recreational events and/or other social activities occur periodically.

Req: Level II • NARR 28c • Phase 1 DOCUMENT + INTERVIEW | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

28d Transition (e.g. entry, phase movement and exit) rituals promote residents' sense of belonging and confer progressive status and increasing opportunities within the recovery living environment and community.

Req: Level II • NARR 28d • Phase 1 DOCUMENT + INTERVIEW | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

Standard 29 • Connect residents to the local community

29a Residents are linked to mutual aid, recovery activities and recovery advocacy opportunities.

Req: Level II • NARR 29a • Phase 1 DOCUMENT + INTERVIEW | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

29b Residents find and sustain relationships with one or more recovery mentors or mutual aid sponsors.

Req: Level II • NARR 29b • Phase 2 INTERVIEW | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

29c Residents attend mutual aid meetings or equivalent support services in the community.

Req: Level II • NARR 29c • Phase 2 INTERVIEW | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

29d Documentation that residents are formally linked with the community such as job search, education, family services, health and/or housing programs.

Req: Level II • NARR 29d • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

29e Documentation that resident and staff engage in community relations and interactions to promote kinship with other recovery communities and goodwill for recovery services.

Req: Level II • NARR 29e • Phase 1 DOCUMENT + INTERVIEW | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

29f Residents are encouraged to sustain relationships inside the residence and with others in the external recovery community.

Req: Level II • NARR 29f • Phase 2 INTERVIEW | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

Domain 4 • Good Neighbor

Principle J • BE A GOOD NEIGHBOR

Standard 30 • Be responsive to neighbor concerns

30a Policies and procedures provide neighbors with the responsible person's contact information upon request.

Req: Level II • NARR 30a • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

30b Policies and procedures that require the responsible person(s) to respond to neighbor's concerns.

Req: Level II • NARR 30b • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

30c Resident and staff orientations include how to greet and interact with neighbors and/or concerned parties.

Req: Level II • NARR 30c • Phase 1 DOCUMENT + INTERVIEW | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes:

Standard 31 • Have courtesy rules

31a Preemptive policies address common complaints regarding at least: smoking; loitering; lewd or offensive language; and cleanliness of the property.

Req: Level II • NARR 31a • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

31b Parking courtesy rules are documented.

Req: Level II • NARR 31b • Phase 1 DOCUMENT | Score: ☐ 1 ☐ 2 ☐ 3 ☐ D | Notes: _____

PHASE 2

Resident interview guide.

Speak privately with two or more residents to corroborate the Social Model “evidence that...” items that cannot be confirmed from paperwork alone. Keep it conversational; record themes, not names.

How are house rules made, and which ones do residents set or run themselves? 7a, 7e

NOTES _____

When you have a concern or grievance, what do you do — and what happens next? 7b

NOTES _____

How do residents support one another here? Do you see yourself as a peer supporter? 8a, 23b

NOTES _____

How does the house recognize progress or milestones? 8c

NOTES _____

How do residents share ideas that shape how the house runs? 26c

NOTES _____

Tell me about meals, chores, expenses, and house meetings. 27a–27f

NOTES _____

Do you have a mentor or sponsor, and do you attend meetings in the community? 29b, 29c

NOTES _____

Were you shown emergency procedures, evacuation routes, and naloxone? 19a, 19c, 19d

NOTES _____

Do you know how to reach someone if a neighbor has a concern? 30a–30c

NOTES _____

CLOSEOUT

Quality improvement & recommendation.

QUALITY IMPROVEMENT RECOMMENDATIONS (QIR)

Required for any item scored 1 or 2.

ITEM #	FINDING	REQUIRED CORRECTION	TARGET DATE

CORRECTIONS VERIFICATION

ITEM #	METHOD VERIFIED	DATE	VERIFIED BY

REVIEWER RECOMMENDATION TO AARR

- ☐ Recommended for certification (good standing)
- ☐ Recommended with Quality Improvement corrections (verify within stated window)
- ☐ Not recommended — corrective action required before certification

Decision rules. All required items must be scored 2 or 3 to recommend certification. Any required item scored 1 requires corrective action before certification. Safety-critical items (Standards 16–19) scored 1 are non-negotiable. Standard 27 requires at least 50% of items a–f to be met. Corrections must be completed and verified within _____ days of the visit (recommended: 30).

LEAD REVIEWER COMMENTS

LEAD REVIEWER SIGNATURE

DATE

CO-REVIEWER SIGNATURE

DATE