

SUBSTANCE ABUSE

Green Folder

Name: _____

This folder contains all written assignments required to be completed in order to graduate from the Substance Abuse Program.

Upon completion of folder, turn into the facilitator on the last session for review and verification.

In order to graduate, I need:

- To complete a minimum of 24 sessions or more depending on my progress
- To be abstinent throughout my treatment
- To actively participate in group therapy and activities
- To fully complete my Treatment Workbook and Relapse Prevention Plan

Participants must remain drug and alcohol free while attending any program at Active Recovery.

For your own records, track completed sessions—write name of session and date attended: (*Note: in case of dispute, agency records are considered accurate)

1	2	3	4	5
6	7	8	9	10
11	12	13	14	15

16	17	18	19	20
21	22	23	24	

Serenity Prayer

God, grant me the Serenity to ACCEPT the things I cannot change, COURAGE to change the things I can, and the WISDOM to know the difference.

This is about **ACCEPTANCE**. Instead of getting angry, being overly critical or denying the situation completely, recognize that your *present situation* came from a long chain of events that began far in the past, based on many of YOUR OWN decisions.

RADICAL ACCEPTANCE doesn't mean you agree with bad behavior in others, or condone it. It means you *stop* trying to change the situation by *blaming or getting angry*. Here are some coping skills:

___ "The present is the *only moment* I have control over."

___ "This is just the way it has to be right now."

___ "All of these events have led up to what's going on right now."

___ "I can't change what's already happened."

___ "It's no use fighting the past."

___ "This moment is the result of a thousand other decisions that have led up to it."

What is Addiction?

Addiction is defined as a chronic, relapsing brain disease that is characterized by compulsive drug seeking and use, ***despite harmful consequences***.

It is considered a brain disease because drugs change the brain; they change its structure and how it works. These brain changes can be long lasting and can lead to many harmful, often self-destructive, behaviors.

Some addictions are PHYSICAL, like opiates, benzos and alcohol. You will need to wean off or go to medical detox.

Others are PSYCHOLOGICAL, such as cocaine, meth, etc. Both are equally substantial in that they can take you down QUICKLY.

Pain medications, even when prescribed by a doctor, can lead to severe addictions! Be sure to let your doctor know if you have ever had addiction disorder.

CROSS-ADDICTION is substituting one drug for another; some people go from illegal to legal, like going from pills to alcohol....or harder drugs to softer, like meth to marijuana...then IT takes you down that path of destruction. The addiction is STILL THERE; you've just replaced it with another substance. Can you give an example of this in your life?

MY ADDICTION SURVEY?

Instructions: Circle the number with 1 being the least like me and 5 being the most like me in the last year.

1. You find you are using more of the drugs/alcohol than you first intended to, and over a longer period of time.

Least like me 1 2 3 4 5 Most like me

2. You have really tried to slow down or control your use but just can't:

Least like me 1 2 3 4 5 Most like me

3. You find that most of your time is spent finding, using and recovering from the drugs or alcohol:

Least like me 1 2 3 4 5 Most like me

4. You frequently have a strong urge/craving to use drugs/alcohol.

Least like me 1 2 3 4 5 Most like me

5. You are not able to fulfill your obligations at work, school or home because of your use:

Least like me 1 2 3 4 5 Most like me

6. You continue to use drugs/alcohol despite having big problems in your family life, social life, work or school:

Least like me 1 2 3 4 5 Most like me

7. What used to be so important to you (fun hobbies, sports, work, etc..) are just not of interest anymore because of your use:

Least like me 1 2 3 4 5 Most like me

8. You find yourself in really hazardous and dangerous situations because of your use.

Least like me 1 2 3 4 5 Most like me

9. You have developed a tolerance for it; it takes much more to get the high that you want.

Least like me 1 2 3 4 5 Most like me

10. You continue to use DESPITE NEGATIVE CONSEQUENCES (bad things happen and yet you still use)

Least like me 1 2 3 4 5 Most like me

FORMING NEW HABITS

NEURO-SCULPTING, is a process for forming new habits as it changes the way your brain is wired to form **new** habits. If you do anything long enough or consistently enough, it creates new neural-pathways in your brain (such as your habit of drinking 2 beers after work, or smoking that blunt first thing every morning!) **BUT**...if you start a new habit and do IT consistently, you are forming BRAND NEW neuro-pathways and will start seeing progress already in 10-12 days!

YOU CAN MAKE A HEALTHY NEW HABIT OR BREAK AN UNHEALTHY ONE in just 21 days, if you do it **consistently**.

Keep doing this until it becomes a natural part of your day. Remember, you need to **consistently do it for at least 21 days**. You are creating NEW NEURO-PATHWAYS and developing a healthy new habit.

*The LAW OF **ATTRACTION** is that whatever you are focusing your mind on will grow and become real to you.*

Focusing on **POSITIVE** thoughts and energy will create GREAT results~~!!

GRATITUDE JOURNAL

Thinking **POSITIVE** thoughts, showing **GRATITUDE** and being **MINDFUL** of where your mind is taking you is **ACTIVE RECOVERY!!**

Each day, write down 3 things that happened TODAY that you are grateful for.

Start TODAY:

Day 2:

Day3:

Day 4:

Day 5:

Day 6:

Day 7:

Day 8:

Day 9:

Day 10:

Day 11:

Day 12:

Day 13:

Day 14:

Day 15:

Day 16:

Day 17:

Day 18:

Day 19:

Day 20:

Day 21:

DENIAL

...is the idea that I can lie to myself... DENIAL is telling yourself (and others) that you're not an addict. Give examples of each **DEFENSE MECHANISM** listed below:

MINIMIZING your use (making it seem much smaller than it really is):

RATIONALIZING your use (coming up with reasons why you use):

LYING about your use (even to yourself!):

BLAMING others for your use:

JUDGING/Comparing other people's issues to make yourself feel better about yours:

ACCUSING others to take the focus off your addiction:

HOSTILITY when someone confronts you on your use:

WHO AM I REALLY?

1. I am _____ (not your name!)
2. All of my life I have wanted _____
3. I feel most liked when _____
4. I get angry when _____
5. My Biggest Fear is _____
6. Other people think I am _____
7. I feel strongest when _____
8. I feel good when I remember _____
9. When I am alone I feel _____
10. I was the type of Child who _____
11. Most people don't know that I _____
12. I feel least like me when _____
13. Never, ever refer to me as _____
14. I've secretly always wanted to _____
15. The world is a _____ place
16. When I die, I _____
17. I wish people viewed me as _____
18. I feel shame when I think about _____
19. The worst part of me is _____
20. The best part of me is _____

MY LIFE STORY

Complete the following. If you need more space, you may write in a journal as well. Describe your childhood memories of your family; who all was in the home? What were your parents like? Sisters, brothers?

Who were you closest to? _____

Describe your worst memory of your childhood:

Describe your best memory from your childhood:

How old were you when you started using/drinking? _____

Describe how your behaviors changed when you started using drugs or alcohol:

Describe how others started to behave towards you:

How did your life change once you started using even more heavily?

How many legal issues have you had to deal with because of your use?

What can you ACCEPT has happened, that you cannot change?

RESENTMENT LETTER

Write a letter to that person that you do **NOT** let them see. Use the following template: (You may write more than one!)

Dear _____.

I RESENT you for

I REGRET that this happened because

I RESPECT that this had to happen in order to help me learn and realize something ***about myself***, namely

Even though you may not deserve my forgiveness, I must do this in order to ***move forward with my own life*** and not be further burdened by this horrible feeling of resentment toward you.

I forgive you and ask that this forgiveness will SET ME FREE because I DESERVE to live a happy life free from resentments.

Sincerely,

THE SECRET OF CHANGE

...is that you FOCUS your energy and thoughts onto what you want to accomplish, and move your thoughts AWAY from those things that you want to avoid in your life.

For example, instead of telling yourself, "I need to stop going to the liquor store after work on Fridays" ***instead you tell yourself*** "I am able to find a great new book/ movie/ activity/ etc. to do on Friday's."

You are deliberately focusing on what you WANT to accomplish, no longer even *mentioning* what you are trying to get away from. **Get it?** Give 3 examples of how you can start **focusing on what you DO** want to accomplish in your life:

#1:

#2:

#3:

I AM living a life of sobriety and clean living!

I AM setting healthy boundaries with certain people in my life.

I AM able to control my emotions and ***respond***, rather than REACT in anger.

I AM a success story in the making!!

Using **I AM statements** also convey POSITIVE energy to recreate what you **want**. Don't use "I AM GOING TO ___" but rather use Present-Tense, AS IF it were already happening. Now let's put this into practice.

Instead of saying "I can't drink/use anymore"

I AM

Instead of saying "No one will ever trust/love me again, it's hopeless".

I AM

Instead of saying "I'll be bored; I won't be able to hang out with my friends"

I AM

Instead of saying "My life is ruined; I really messed it all up."

I AM

List some more I AM statements below that **create what you want in life:**

I AM:

I AM:

I AM:

Even if you don't feel this way, keep saying it until it becomes your "NEW NORMAL!"

***SPEAK it into
existence;***

***There is power in
your***

***POSITIVE
THOUGHTS.***

ASSERTIVE COMMUNICATION SKILLS

Use "I FEEL" statements to convey YOUR emotions when others do things that may upset you. OWN your feelings. **Avoid** ANGER words, as ***anger only hides other emotions*** listed below.

Feeling Words:

Disappointed Belittled Nervous Degraded Hurt Alone

Deceived Betrayed Jealous Inadequate Alienated

Devastated Victimized Powerless Abandoned Lonely

Violated Frustrated Resentful Overwhelmed Rejected

Humiliated Threatened Rejected Ashamed Manipulated

Ashamed Disgusted Envious Regretful Inferior

**"I FEEL _____ (your emotions)
WHEN YOU _____ (did something)
AND I'D RATHER YOU DID _____ INSTEAD."**

Be sure to let them what you would RATHER they did instead.

AVOID using the words "YOU ALWAYS _____" or "YOU NEVER _____", as these will only provoke a defensive reaction.

REFLECTIVE LISTENING is when the response is "What I hear you saying is _____ (rephrasing what you think they said). Is this correct?"

Practice and "I FEEL" statement here:

DEALING WITH NEGATIVE SELF-TALK

Think about what you're thinking about! If you allow negativity to invade your thoughts constantly, you will remain unhappy and resentful. SOME EXAMPLES: "I'll never get a job, might as well stop trying." or "That person is deliberately trying to make me mad." "Everyone wants to see me fail."

What are some things that you might tend to think **to yourself** when something bad happens to you?

What can you try to say to yourself instead?

You can change your thinking by ***recognizing your THINKING ERRORS:***

1. **All-or-Nothing thinking.** It's "go big or go home", nothing is just average, it's either BLACK or it's WHITE, no shades of gray. My example of this:

Instead I can:

2. **Catastrophizing:** Always thinking the worse-case scenario to happen living in fear of the unknown:

Instead I can:

3. **Negative Mental Focus:** Only seeing the bad, focusing on the negative and filtering out anything good. My example of this:

Instead I can:

4. **Labeling/Judging:** Believing that if one group/race/religion/type of person is bad, then ALL of them are bad. My example of this:

Instead I can:

5. **"Should" statements:** Holding shame-based thoughts on how you or others SHOULD behave. My example of this:

Instead I can:

6. **Denial/minimizing:** Not being honest with yourself with the extent of the damage you may have caused in your use, or making it appear smaller than it really is. My example of this:

Instead I can:

7. **Mind-reading/fortune-telling:** Believing that you already KNOW what others are thinking and feeling without any evidence. My example of this:

Instead I can:

8. **Taking things too personally:** Easily offended by trivial matters. My example: My example of this:

Instead I can:

ANGER MANAGEMENT/RULES FOR FAIR FIGHTING

Yes, there are basic rules that you can follow.

THINK before you REACT. Take a deep breath or five, and **think it through.** AVOID saying hurtful things that were told to you in private; this is an act of betrayal that will not be taken lightly.

ASK for a **"TIME-OUT"** for 30 minutes to cool off if things get too heated. During this time-out, **DO NOT** call your family or friends to complain and gather support, it will come back to bite you later! **DO NOT** leave without coming back within 30 minutes. **DO NOT** use drugs or drink during those 30 minutes. **DO NOT** call an old girlfriend or boyfriend and make it worse than it already is. **DO NOT allow negative thoughts to enrage you even more.** Monitor your NEGATIVE SELF-TALK carefully...don't make it worse!

DO take a brisk walk, exercise or journal your thoughts; listen to mellow music, pray, meditate, draw, create art. Whatever you do to calm yourself down is key. **BREATHE.** Give **3 examples** of what YOU can do to calm down:

#1:

#2:

#3:

THE TEN CORE CONCEPTS OF ACTIVE RECOVERY

GRATITUDE: I am able to express appreciation for all of my experiences, both the positive and the negative. Give examples of how you can appreciate even negative experiences. *Why?*

EMPATHY: I can imagine how others my thing and feel in any given situation. Explain how seeing from other people's points of view can change how you feel about the situation?

SPIRITUALITY: Partnering with something greater than myself as THE SOURCE of strength, comfort and hope. What does this mean to you?

HONESTY: I am truthful to myself and others; I realize that half-truths and omissions misrepresent the TRUTH. Give examples of how you were not honest with YOURSELF and others:

INITIATIVE: I am able to take it upon MYSELF to do those things that need to be done, whether I want to do it or not. Give an example of how your addiction stopped you from stepping up and doing what needed to be done:

COMMITMENT: If I say I'm going to do something, I follow it through to completion. Give an example of how you may have made promises to someone that you could not keep, especially to children:

INTEGRITY: I am able to do the next right thing, even if no one is watching and especially if it's not the 'popular vote'. Give examples of how you may have "followed the crowd" in doing something that you knew wasn't right:

RESPECT: I have a feeling of admiration and positive esteem for another's Values, Conduct and Principles. Name someone that you admire for what they think is **important**, how they conduct their **behavior**, and **rules** that they live by. Now look at **your Self-Respect...**

What do you think is **important** to you? _____

What can you do to **handle your behaviors** in a more self-respecting way?

What are some **rules** that YOU live by that exhibit **self**-respect?

COMMUNICATION: I am able to relay my feelings and needs to others assertively, and I truly listen to what they are saying to me. Give examples of an I FEEL statement that you could use with someone now:

How can you show that you are truly listening to someone when they are talking to you?

RESPONSIBILITY: I am aware of and follow through with those obligations to do what I NEED to be doing, not necessarily what I'd rather be doing.

Give examples of how your addiction got in the way of being a responsible adult. How can you develop this concept in your life now?

WHAT IS A SLIP VS. RELAPSE?

A "slip" is NOT a full-blown relapse in that it is a **momentary** loss of controlling your addiction but you immediately TURN AWAY from your use and refrain from continuing to use. Please process this immediately with your group; no need to feel ashamed or embarrassed to come back into group. **We are here to help you through it!**

Be careful that you don't get an "F-It" attitude at this point, and just go ALL IN. Relapse is part of recovery; a slip is a valuable teaching tool. Get right back into the groove of recovery and LEARN what not to do again!

Set **HEALTHY BOUNDARIES** with people, places and things. **Examples:** "People may not ask me to score dope for them", or "My so-called friends are not allowed to come over with drugs/alcohol" or "You may not borrow my car to pick up drugs/alcohol", "Do not ask to borrow money for drugs/alcohol, I am in recovery and don't do that anymore."

What are some healthy boundaries you need to set with people concerning drugs and alcohol?

If they continue to cross your boundaries after you have made it clear you are not allowing drugs/alcohol into your life, then they are '**frienemies**' and need to be treated as such. **Let them go.** They do not respect your recovery. YOU have to be the one to cut them off. WE TEACH PEOPLE HOW TO TREAT US. **What you allow, will surely continue.** What changes in your life do you need to make in order to make recovery a real part of it?

After you have been clean a while, be very careful. **THE ROAD TO RELAPSE** has signs that are obvious to everyone BUT YOU. Has this ever happened to you?

GIVE EXAMPLES:

1. Return of DENIAL: "Maybe my addiction really wasn't all that bad, I can just do **one**, right?"

2. Easily angered, frustrated with people in your life:

3. Life becomes unmanageable; you are dealing with the wreckage of your past use, and it has affected your job, your family, your friends, your house, etc:

4. Start having UNREALISTIC EXPECTATIONS on yourself and others:

5. Building RESENTMENTS because of those IRRATIONAL EXPECTATIONS:

6. Start thinking that you no longer need to come to group, or follow through with aftercare (Cockiness: "I GOT THIS").

7. Getting bored with recovery; start hanging out with your old "people, places and things".

WHAT IS A RELAPSE PREVENTION PLAN?

You need to come up with a plan to avoid a relapse; it can sneak up on you when you least expect it and blindsides your efforts.

FIRST: get rid of ALL of your drug paraphernalia that you use with. THEN: delete all of your connection's phone numbers, Facebook, etc. so that you won't be tempted so easily. **KNOW** your triggers!! Take steps NOW to avoid them at all costs. LET PEOPLE KNOW that you are in recovery, not using any more, don't call, text or pop in unannounced. **FIND** a support group, get phone numbers, etc.

It may seem like "***I can quit any time I want***" but watch what happens when you DO try to quit. You may soon find out it's NOT AS EASY as you always thought.

What are some TRIGGERS that create a high-risk situation?

(People, places and things)

___ Bars ___ Payday ___ dealer's house ___ "war stories" about drugs

___ warning notices of unpaid bills ___ being away from home on vacation

___ billboards, magazines, pictures ___ sex ___ cash in hand

___ other: List them here: _____

What are some of your ***feelings*** that may trigger you to use? ___ boredom

___ anxiety ___ loneliness ___ anger ___ depression ___ exhaustion

___ other: List them here: _____

Identify three of your most high-risk situations. Write the feeling associated with it, then **three** different COPING STRATEGIES that you can do INSTEAD for each situation.

High Risk Situation #1:

Identify the feelings you have in this situation: _____

Coping Strategies: _____

High Risk Situation #2:

Identify the feelings you have in this situation: _____

Coping Strategies: _____

High Risk Situation #3:

Identify the feelings you have in this situation: _____

Coping Strategies: _____

What can you do INSTEAD? Check these activities that you might like to try. Distract yourself with any of the following, and add some of your own:

- _____ EXERCISE! Go for a fast paced walk, jog, sit ups, jumping jacks
- _____ talk to an old friend you haven't seen in a while who doesn't use
- _____ explore Yoga, gentle stretching, meditation, prayer
- _____ go fishing, hiking, bicycle riding
- _____ journal your feelings, poems, drawings, doodles; create ART!
- _____ go outside and watch the clouds go by. Really listen to Nature.
- _____ work a puzzle, starting with 4 corners and side edges
- _____ watch a funny movie or sitcom and really LAUGH OUT LOUD!
- _____ Create your own online blog!
- _____ go to a bookstore and browse ALL kinds of different types of books
- _____ Turn on music really loud and dance in your living room
- _____ write a letter to someone who has made your life better and tell them why
(you don't have to send it if you don't want to.)

Some ideas of my own:

Who can you call if you need someone to talk to about your cravings and urges to use? Are they supportive of your recovery? For your own FYI, List them HERE:

Name: _____ Number: _____

Name: _____ Number: _____

Name: _____ Number: _____

MY RELAPSE PREVENTION PLAN

NAME: _____

DATE: _____

My most high risk triggers (people, places, things, emotions, etc.) are:

1. _____
2. _____
3. _____

Two relapse prevention and coping mechanisms/avoidance strategies I plan to use for my trigger situations:

1. _____
2. _____
3. _____

Three distractions/positive replacement activities to do instead, when I am tempted to use:

1. _____
2. _____
3. _____

Two trusted people I can call when I am tempted to use:

1. _____
2. _____

My top 2 situations/people/places I need to completely avoid during the first year of my recovery(ex., friends who still use, bars, negative people):

1. _____
2. _____

An assertive, but polite, statement(s) I can tell someone who offers me drugs/alcohol so that I can maintain my sobriety:

ACKNOWLEDGEMENT OF COMPLETION

I, (therapist) _____ have verified and acknowledged
that (client) _____ completed the Active Recovery
Treatment Workbook and a Relapse Prevention Plan

Clinical Staff Signature

Date

Time

Client Signature

Date

Time