



H&I DO's and DON'TS FOR REGULAR FACILITIES

(Taken from NA Hospitals and Institutions Handbook pg 27)

DO'S

- Do make directories of outside meetings available to residents.
- Do clarify the facilities rules with anyone you're bringing in.
- Do try to get all agreements with the facility in writing
- Do start and end on time
- Do briefly explain what H&I is.
- DO make is clear that NA is separate and distinct from the facility as well as other fellowships.
- Do try to get residents involved, especially thought in long-term facilities. (literature person, coffee, readings)
- Do obey all dress codes. Exercise common sense and dress appropriately.
- DO keep staff aware of your whereabouts at all times.
- DO stamp all literature with the local helpline number.
- Do screen all panel members carefully especially regarding clean time and other requirements.
- Do explain the language we use in NA, addict, clean, recovery, and why we use it. (the 1st of NA and the 6th Tradition)
- DO emphasize the importance of getting and a sponsor and a home group, the ongoing nature of recovery, and the importance of attending meetings. (suggest a 90 in 90)
- DO use the literature recommended for H&I work, if we are supplying the literature. Encourage the treatment centers to supply NA literature on their own if possible.
- Do be selective about who you chose to take into H&I meetings. Clean time requirements are VERY important. People who sit on NA panels should be able to share a message of recovery in Narcotics Anonymous.

DON'TS

- Don't break another person's anonymity or tell his or her story.
- Don't debate any issue involving the facilities rules or regulations.
- Don't discuss conditions within the facility or opinions about staff members.
- Don't debate the merits of the treatment center's program or other fellowships.
Remember, we have no opinions on outside issues. The best approach is to focus on the positive and unique qualities of our program. Keep your Basic Text handy and read from it. It is the foundation of our recovery program.
- Don't comment on the methods used by the treatment facility. Not all facilities are Twelve Step based, nor does their understanding of the steps necessarily coincide with the understanding gained in Narcotics Anonymous. We share our experience without reference to the facilities methods or to residents' comments.
- Don't while sharing put too much focus on what it was like. They already know.
- Don't debate which drugs are acceptable. NA is a program of complete abstinence from all drugs.
- Don't carry excessive cash or wear expensive or flashy jewelry.
- Don't show favoritism to any residents.
- Don't take messages into or out of the facility.
- Don't give out any other person's address or phone number.
- Don't carry in any contraband items, such as cigarettes (if applicable) or weapons.
- Don't rely on flooding the treatment centers with literature to carry our message. The most powerful tool for carrying the message is the NA member.
- Don't read too many literature selections at the beginning of the meeting; Keep it short and simple to keep their attention.
- Don't let the meeting run too long. Most treatment center residents spend much of their day in meetings or one sort or another, often in the same room.
- Don't collect any money.



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Adolescent Facility

DO'S

- Do remember that this is a WE program. No addict should feel he/she is being preached too.
- Do remember that an addict is an addict regardless of age.
- Do tell them that there is fun in recovery. (Social events, fellowship, ect.)
- Do acknowledge and validate their feelings and emotions
- Do acknowledge and validate their clean time.

DON'TS

- Don't glorify your past.
- Don't say "I feel like I'm taking to my kids".
- Don't compare your bottom to theirs
- Don't patronize adolescents.
- Don't use profanity.