

SEAZNA DO'S AND DON'TS FOR H & I WORK IN FACILITIES: TREATMENT, DETOX, JAIL, PRISON, PSYCHIATRIC

Do follow the guidance found in the WSC H&I Handbook

Facility Rules

- Do Attempt to get the facility agreements in writing, including their rules (clean time requirement, clearance process, etc.)
- Do Adhere to the security regulations at all times
- Do Arrive early to set up the meeting
- Do Keep the staff informed of your whereabouts
- Do Obey the dress code, exercise common sense

Panel Leaders and Members

- Do (Panel Leaders) Screen all panel members, speakers, and chairpersons
- Do Adhere to the clean time requirements of the facility and the H&I committee
- Do Ensure that a clear NA message of recovery is carried by all panel members
- Do Clarify the rules with whomever you bring into the facility, remind them we are carrying the message of Narcotics Anonymous, not other fellowships

Literature

- Do Make meeting lists available to the facility residents
- Do Use the literature recommended for H&I work (the IP packets)
- Do Provide literature that has been stamped with our local phone line number
- Do Provide facilities with literature order forms and encourage the facility to supply it's own NA literature. You may suggest the facility email hni@natucson.org for guidance on ordering literature.

Facility Meetings

- Do Start and end on time
- Do At the start of the meeting briefly explain what H&I is
- Do Clearly state that Narcotics Anonymous is separate from the facility and any other fellowships
- Do Emphasize that NA recovery is available to all addicts, regardless of drugs used
- Do Explain the language we use (addict, clean, recovery, clean time) and why we use it (the First Step and the Sixth Tradition)
- Do Involve residents/inmates with the meeting, especially those in long-term treatment facilities, jails/prison. Use your judgment, residents on a psychiatric unit may not be capable of participating on this level at the time.
- Do Emphasize the importance of getting to an NA meeting the first day out of the facility
- Do Emphasize the importance of getting a sponsor, working the steps with a sponsor, regular meeting attendance, home groups, and service commitments once they are out of the facility

Panel Leaders and Members

- Don't Bring any contraband items or weapons into the facility
- Don't Take messages and carry letters/messages in or out of the facility
- Don't Show favoritism to any residents/inmates
- Don't Bring an NA member who has friends, significant others, and/or family members in the facility
- Don't Wear flashy jewelry and don't carry excessive cash
- Don't Use excessive profanity
- Don't Attend H&I facilities alone

Facility Guidelines

- Don't Debate any issues involving the facility's rules, regulations, programs, or other fellowships with the residents/inmates and staff. Direct any questions staff may have to your Panel Coordinator
- Don't Discuss the conditions within the facility
- Don't Discuss facility staff members with the residents/inmates
- Don't Discuss residents/inmates with the facility staff
- Don't Sponsor residents/inmates in the facility that you are attending as an H&I member. You may encourage the resident of a treatment facility to add you to their support network until they get out of the facility at which time sponsorship can be discussed. You may refer inmates to the Behind the Walls program if they will be incarcerated for more than one year.
- Don't Accept money or gifts from, or give money or gifts to, any resident/inmate

Meeting Guidelines

- Don't Give anyone in jail, prison, or a psychiatric facility your address, phone number or other personal information
- Don't Provide anyone with another NA members' address, phone number, or other personal information
- Don't Bring anyone who is not supposed to be there (newcomers, sponsees, friends, guests)
- Don't Break another person's anonymity, including NA members and residents/inmates
- Don't Glorify "using days" while sharing an NA message of recovery
- Don't Discuss guilt or innocence with inmates
- Don't Ask what type of crime the inmate has been convicted of
- Don't Discuss medications with residents/inmates of any facilities (especially psychiatric). Remember, we have no opinion on outside issues

It is important we follow all of the rules and guidelines of each individual facility and our H&I Subcommittee. We risk losing the ability to carry the message of recovery to the addict who cannot get to regular outside meetings if we do not.

Thank you for being of service with H & !!! ☺