



# Participant Manual

## Exercise 1.1

### **Why Are Ethics Important**

In the space, below write all of the reasons you can think of why having ethical standards are important in peer assisted recovery services.

## Exercise 1.2

### Defining Ethics

Please use this exercise to first write your own definition for “ethics”. When prompted, you will work in a small group to come up with a group definition.

My definition of ethics:

My group’s definition of ethics:

## Handout 1.3

### Definition of Terms

**Ethics:** At its simplest, ethics is a system of moral principles that affect how people make decisions and lead their lives. It is concerned with what is good for individuals and society. It can be described as moral philosophy. Ethical concepts have been derived from religions, philosophies and cultures.

**Values:** Are the rules by which we make decisions about right and wrong, should and shouldn't, good and bad. They also tell us which are more or less important, which is useful when we have to trade off meeting one value over another.

**Morals:** Have a greater social element to values and tend to have a very broad acceptance. Morals are far more about good and bad than other values. We thus judge others more strongly on morals than values. A person can be described as immoral, yet there is no word for them not following values.

**Principles:** are a theory, law or rule that are at the foundation of something. Principles are commonly used as a structure or foundation of a society, system, philosophy, science or profession.

**Iatrogenic:** (eye-ah-truh-JE-nik) Unintended, treatment-caused harm or injury. It means that something done to help someone resulted in injury or death.

**Multi-party vulnerability:** Injury to others by what a recovery coach does or fails to do.

**Boundary Management:** Boundaries encompass the decisions that increase or decrease intimacy within a relationship.

**Fiduciary:** relationship means one party has taken on a special duty and obligation for the care of another.

## Exercise 1.4

**Exploring Values**

Your values are the things you believe are most important. Values help determine your priorities in life, and heavily influence decision-making. For example, a person who values wealth might prioritize their career, while a person who values family might try to spend more time at home. When a person's actions do not match their values (e.g. valuing family but working a lot), they may become discontent.

Values are often passed down by family and the society you live in. To begin exploring your own values, think about and write down the values of the people that surround you.

My mother's values:	My father's values:
1.	1.
2.	2.
3.	3.

The values of a person I respect:	Society's values:
1.	1.
2.	2.
3.	3.

The values I would like to live by:	The values I actually live by:
1.	1.
2.	2.
3.	3.
4.	4.

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Handout 1.5

## **Recovery Coach/Peer Assisted Recovery Roles**

### **Role Model & Mentor**

Offers his/her life as living proof of the transformative power of recovery

Provides stage appropriate recovery education and advice

### **Ally & Confidant**

Genuinely cares, listens, and can be trusted with confidences

### **Problem Solver**

Identifies and helps resolve personal and environmental obstacles to recovery

### **Advocate**

Helps individuals/families navigate the service system, ensuring service access, service responsiveness, and protection of rights

### **Resource Broker**

Links individuals/families to formal and indigenous sources of sober housing, recovery conducive employment, health and social services, and recovery support

### **Truth Teller**

Provides a consistent source of honest feedback regarding self-destructive patterns of thinking, feeling, and acting

### **Community Organizer**

Helps develop and expand available recovery support resources

### **Friend**

Provides companionship

### **Motivator & Cheerleader**

Exhibits bold faith in individual/family capacity for change

Encourages and celebrates achievement

## Exercise 1.6

**Boundary Management**

The literature on boundary management is wide in scope. We are going to explore four categories: physical, mental, emotional, and electronic.

In the space provided you will be asked to write what your personal boundaries are in each category and then what you think those boundaries are in your role as a peer recovery specialist/recovery coach.

Boundary category	My personal boundaries	My peer specialist/recovery coach boundaries
Physical: Personal space and touch considerations		
Mental: Sharing of thought and opinions considerations		
Emotional: Sharing of feelings considerations		
Electronic: Sharing on social media, email, etc.		

Exercise 1.7

**Friends or Reciprocal Relationship**

Much of the literature written talks about one of the roles of a peer recovery specialist/coach being a friend. That’s understandable given one of the strengths of the peer assisted recovery services is the reciprocal nature of the relationship and common experiences. This exercise will help us explore difference in friendship in our personal lives as peer recovery specialists.

<p>List characteristics of friendships that describes how you are with your friends that would also apply to those you offer recoveree/peers</p>	<p>List characteristics of friendships that describes how you are with your friends that you would not apply to those you offer recoveree/peers.</p>
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Exercise 1.8

**The Ethics of “Staying in Your Lane”**

Much of the literature about what the role of a peer recovery specialist entails also speak specifically what is not one of the roles focusing on the roles of 12-step sponsor, counselor, medical provider and/or a clergy person. This exercise asks us to take stock of when and how this is difficult for us. For each of the roles listed, write about a time when you have crossed the line out of peer support and in the next column write about how might you correct this in the future.

Role	When I went out of my lane	What I need to do to stay in my lane
Sponsor		
Counselor		
Medical Provider		
Clergy		

## Exercise 2.1

**Supporting All Pathways**

One of the important aspects of being a good peer recovery specialist/recovery coach is to fully and completely support any and all pathways to recovery. Although most, if not all, of us fall short of that goal, it is our ethical responsibility to keep working at it. This exercise is designed to help us take a personal inventory at how we are doing at supporting all pathways. Please be searching and honest with your replies. You will share only what you choose to share.

Pathway	Where I struggle to be fully and completely supportive	What I can do to improve
Solo		
Treatment-assisted		
Peer-assisted		
Abstinence-based		
Moderation		
Medication-assisted		
Spiritual		
Religious		
Secular		

Exercise 2.2

**Wellness Survey**

This is a simple wellness survey. Please read each statement and rank your response by using the following scale.

0 – Never 1 – Rarely 2 – Sometimes 3 – Often 4 – Regularly 5 – Always

PHYSICAL WELLBEING – How often do you:	0	1	2	3	4	5
Eat a whole-foods based diet with at least adequate fruits and vegetables						
Drink enough water						
Exercise for at least 20 minutes 5 times per week						
Sleep at least 7 hours per night						
Engage in stress reducing activities (excluding TV and screen time)						
Make time each day to relax or nap						
MENTAL/EMOTIONAL/SPIRITUAL WELLBEING – Do you:						
Treat yourself with kindness						
Creatively express yourself						
Feel understood and valued by those close to you						
Make time to participate in enjoyable activities						
Give and receive affection regularly						
Allow time each day for quiet reflection and/or meditation						
PROFESSIONAL LIFE/WORK/CAREER – Do you:						
Hold a work position in an area of interest						
Find a sense of meaning and enjoyment in your work.						
Have confidence in yourself to meet the challenges of your position						
Receive adequate and helpful support and supervision						
Disengage and leave pressures behind at the end of the work day.						
Keep appropriate boundaries with co-workers and those you serve						
Take and use your vacation time						
SOCIAL LIFE/FAMILY LIFE/RELATIONSHIP – Do you:						
Have a dependable person who listens to you						
Have supportive family and friends close by						
Feel like your close relationships are loving and supportive						
Feel comfortable asking for help when you need it						
Have the ability to comfortable say no						

Once you have completed the survey, go back and find 2-3 statements where you would like to have scored a higher number.

Choose one or two and write a SMART (specific, measurable, attainable, realistic and time-related) goal below.

## Handout 2.3

**A Peer-based Model of Ethical Decision-making****Ethical Guidelines for the Delivery of Peer-based Recovery Support Services  
Great Lakes Addiction Technology Transfer Center**

A model of ethical decision-making is simply a guide to sorting through the complexity of a situation and an aid in determining the best course of action that one could take in that situation. We propose that those providing recovery support services ask three questions to guide their decision-making.

**Question One:** Who has the potential of being harmed in this situation and how great is the risk for harm? This question is answered by assessing the vulnerability of the parties listed in the table below and determining the potential and severity of injury to each. Where multiple parties are at risk of moderate or significant harm, it is best not to make the decision alone but to seek consultation with others given the potential repercussions of the situation.

Vulnerable Party	Significant Risk of Harm	Moderate Risk of Harm	Minimal Risk of Harm
Peer Served			
Recovery Coach			
Service Organization			
Recovery Support Services Field			
Image of Recovery Community			
Community at Large			

**Question Two:** Are there any core recovery values that apply to this situation and what course of action would these values suggest be taken?

## Core Recovery Values and Ethical Conduct

- **Gratitude & Service** — Carry hope to individuals, families, and communities.
- **Recovery** — All service hinges on and in benefit to personal recovery.
- **Use of Self** — Know thyself; Be the face of recovery; Tell your story; Know when to use your story.
- **Capability** — Improve yourself; Give your best.
- **Honesty** — Tell the truth; Separate fact from opinion; When wrong, admit it.
- **Authenticity of Voice** — Accurately represent your recovery experience and the role from which you are speaking.
- **Credibility** — Walk what you talk and be consistent with and among coworkers, participants, their families, and the community at large.
- **Fidelity** — Stay in your professional lane and practice the core recovery specialist principles.

**Question Three:** What laws, organizational policies, or ethical standards apply to this situation and what actions would they suggest or dictate?

## Exercise 2.4

### **Ethical Decision-Making Scenario**

In your small group, please work the following scenario through the first two steps of the Peer-Based Ethical Decision-Making Model.

Rebecca is a natural listener. Everyone talks to her—in her RC role and outside her RC role. Rebecca is also very active in the local Twelve-Step community. Today, a person Rebecca is coaching mentions the name of a new boyfriend whom Rebecca recognizes as a man with whom one of her sponsees is involved. The relationship between the sponsee and this man has been a major source of sabotage to the sponsee's recovery, and the sponsee also contracted an STD from this man. Can Rebecca use the information gained from roles in her personal life in her role as an RC? How should she handle this situation?

Scenario taken from White, W., the PRO-ACT Ethics Workgroup, with legal discussion by Popovits R. & Donohue, B. (2007). Ethical Guidelines for the Delivery of Peer-based Recovery Support Services. Philadelphia: Philadelphia Department of Behavioral Health and Mental Retardation Services.

## Exercise 2.5

### **Ethical Decision-Making Scenario**

In this exercise, read the scenario and discuss the questions given.

#### Pre-existing Relationships:

Barry's supervisor has assigned a new contact for Barry to visit in his RC role. Barry recognizes the name as a person to whom Barry once sold drugs in his earlier addicted life.

Scenario taken from White, W., the PRO-ACT Ethics Workgroup, with legal discussion by Popovits R. & Donohue, B. (2007). Ethical Guidelines for the Delivery of Peer-based Recovery Support Services. Philadelphia: Philadelphia Department of Behavioral Health and Mental Retardation Services.

Who might be harmed in this situation?

What should Barry do?

Does Barry have a responsibility to report this pre-existing relationship to the supervisor?

What changes, if anything, if Barry is the only peer recovery specialist available?

## Exercise 2.6

### **Ethical Decision-Making**

In this exercise you will play a role of one of four people who work in differing RCOs and being asked to help out another RCO by discussing a situation that they are dealing with and are asking for your consensus opinion on what action they might take. The situation is presented below as are four roles that each one of you in the group should assume. The goal is to reach consensus.

#### The Situation

A busy recovery center in a moderately sized city serves 25-30 people a day. Most days are calm with services rendered. But most guests are either seeking recovery or early in their recovery so you never know what the day will bring.

When opening the Center one day, things are amiss. Someone has broken in. Furniture has been moved around, food was stolen and a poster was torn off the wall. It was a disturbing discovery but easily cleaned up and the center opened on time. Although there is a security camera, it was not in working order. The camera was fixed and everything went back to normal.

The following week, another break-in occurred. This one was much more serious. Tables and chairs were toppled and several broken. A TV and a computer were stolen and profanity written all over the whiteboard. The police were called. There was a man on the videotape but no identification made. With a fairly large deductible on the insurance most likely less than half of the cost will covered. The center opened back up by noon.

A week later, another break-in. Much worse than the first two times. Serious vandalism and several doors, a window and other items broken. Looks like almost everything has been spray painted. There were several stolen items. Again, it appears to be the same man on the videotape. He speaks and several staff members are nearly positive to his identity as Billy, a regular member at the Center. Billy has offered that he has been treated several times for both mental illness and substance use disorder. He couch surfs and doesn't have a place off his own. Many staff members want to ID him to the police. Some even hopes he does time. Others want to help him however possible believing that incarceration and no help is not the answer. A group of staff members from other recovery centers has been brought together to discuss the situation and make suggestions as to a course of action.

#### The Roles

1. You are an assistant director of a fairly large RCO. You are well liked in your job even though you can be a bit stubborn at times. You often say, "forgiveness is sublime but that doesn't remove consequences".

2. Your job at your RCO is to provide peer-assisted recovery services and to supervise other peer recovery specialists. You think that some action needs to be taken but you worry about identifying Billy as it seems like that would be a violation of his privacy rights.
  
3. You are a fairly new volunteer at a neighboring recovery center. You are a person in long time (20+ years) recovery. One of the tenets of your RCO that you really appreciate is that the RCO lives by its principles and has few rules as the principles can guide most decisions. You worry that turning Billy over to the police will make the RCO an unsafe place and keep people away.
  
4. You are newly in recovery and spend a lot of time in your recovery center. You are pissed. That was your old life but not now. You think Billy should be arrested, tried, found guilty and do time. It's pretty clear to you.



Exercise 2.7

## **Continued Professional Development**

Please make a list of the areas of ethical consideration in peer recovery support services that would help you in your work in this arena.

Exercise 2.8

### Improving My Service

**Goal:** Something you want to do in the near future after attending this Ethics training.

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**Positive Outcome:** How will this goal help to forward being a recovery coach and / or supporting the peer recovery support services field?

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**Describe action steps to achieve your goal**

What: \_\_\_\_\_

When: \_\_\_\_\_

Where: \_\_\_\_\_

Start date \_\_\_\_\_

Challenges/Obstacles	Plans to overcome obstacles

**How sure are you that you can reach your goal? (Circle one.)**

0	1	2	3	4	5	6	7	8	9	10
Totally unsure			Somewhat sure				Totally sure			

(If you circled any number less than an 8, make changes or pick a new goal.)