**All Requests for Access to edit this template will be denied so the template can be used by others.**

**To get an editable copy to use click “File” and “Download”.**

This document is a template.

Any templates, tools or other materials and documents are provided for informational purposes only and is not a substitute for professional or legal advice. It is intended to be a general guide and may not cover all legal requirements or considerations relevant to your specific situation.

The use of such Documents and Tools are entirely at your own risk.

Before using or relying on any such document or tool, it is strongly recommended that you consult with a qualified attorney or legal expert to ensure that it is appropriate for your particular needs and complies with all applicable laws and regulations.

The creators and providers of the documents or tools make no representations or warranties, express or implied, about the accuracy, completeness, or adequacy of the information contained herein. The documents and tools is provided "as is" and without any warranty of any kind, including but not limited to the warranties of merchantability, fitness for a particular purpose, or non-infringement.

In no event shall the creators and providers of such documents or tools be liable for any damages, including without limitation, direct, indirect, incidental, special, consequential, or punitive damages, arising out of the use or inability to use the documents or tools.

By using the documents and tools, you acknowledge and agree that you have read, understood, and accepted the terms of this disclaimer. If you do not agree with these terms, you should not use the document and/or tools and should seek legal advice from a qualified attorney for your specific needs.

Please note that laws and regulations may vary by jurisdiction, and the document and tools provided may not be suitable for all situations. It is your responsibility to ensure compliance with all relevant laws and seek legal counsel as needed.

Template Recovery Planning Protocol

**I. Introduction:**

At [Recovery Home Name], we are committed to supporting residents in their journey toward sustained recovery. To facilitate this process, each resident will receive an individualized recovery plan within one week of moving into the recovery home.

This plan will include relapse prevention strategies, resident-identified goals, and a framework for support throughout their stay at Recovery Home Name and beyond. Additionally, residents will participate in weekly check-ins to assess progress, identify emerging needs, and refine their plans as necessary.

**II. Initial Recovery Plan:**

Within a week of moving into the home, each resident will work closely with name position title to develop their initial recovery plan. This plan will encompass the following components:

A. Relapse Prevention Strategies:

· Identify specific triggers and warning signs of relapse.

· Develop coping strategies and skills to manage cravings and stress.

· Establish a plan for seeking support during challenging moments.

· Identify activities and resources that promote sobriety and well-being.

B. Resident-Identified Goals:

· Collaboratively set short-term and long-term recovery goals.

· Define clear, measurable, and achievable objectives.

· Goals may include vocational, educational, housing, social, and personal development aspirations.

C. Support Framework:

· Identify available support systems, including family, friends, sponsors, and support groups.

· Integrate any existing outside treatment programs, counseling sessions or other outside services that are identified as needs

· Discuss potential barriers to recovery and develop strategies to overcome them.

· Explore opportunities for skill-building and personal growth within the recovery home's programs and resources.

**III. Weekly Check-Ins:**

Residents will participate in weekly check-in sessions to monitor their progress, address challenges, and adapt their recovery plans. The following process outlines the structure of these check-ins:

A. Meeting Schedule:

· Weekly check-in meetings will be scheduled at a convenient time for each resident.

· Meetings will typically last for 30-45 minutes.

B. Assessment and Progress Review:

· Residents will review their recovery goals and relapse prevention strategies.

· Discuss any achievements, setbacks, or challenges experienced during the past week.

· Evaluate the effectiveness of their coping strategies and adjust as needed.

C. Emerging Needs and Adjustments:

· Identify any new needs, concerns, or opportunities for growth that have arisen.

· Modify the recovery plan to address changing circumstances or priorities.

· Discuss strategies for maintaining a balanced and healthy lifestyle.

D. Support and Encouragement:

· Provide residents with positive reinforcement for their progress.

· Offer emotional support, guidance, and motivation to help residents stay on their recovery path.

· Address any concerns or questions raised by residents during the check-in.

· Provide any referrals to additional resources or connections to other services and supports that may have been identified by the resident.

**IV. Documentation and Review:**

All recovery plans, progress notes, and check-in summaries will be documented in the resident's individual file.

**V. Resident Involvement and Ownership:**

Residents are expected to take ownership and leadership of their recovery plans. While Recovery House Name can facilitate and support the resident in activities designed to support them in identifying and achieving goals, residents are expected to take ownership and responsibility for their plans and the goals identified therein.