

The logo consists of a black circle containing the text "USSC" on the top line and "H&I" on the bottom line, both in a bold, sans-serif font. The background of the slide features a vertical gradient bar on the left side, transitioning from red at the top to blue at the bottom.

**USSC
H&I**

General Information

(First Section of the H&I Handbook)

**Presented by the USSC H&I
Subcommittee**

Sections 1-6

**Group Conscience Approved
October 2013**

Introduction

This presentation was created by the USSC H&I Subcommittee using information found in the H&I Handbook. This Subcommittee focuses its attention on how to better carry the Narcotics Anonymous message into treatment & correctional facilities by allowing us the ability to "carry the message to the addict who still suffers," which is the foundation of Tradition Five. This Subcommittee serves as the US Fellowship's representative to federal correctional & judicial authorities, national societies of treatment professionals, national correctional & judicial associations as well as treatment industry organizations.

Purpose of an H&I Meeting/Presentation

- To carry the NA message to those who cannot attend regular NA meetings
- To introduce those attending to some of the basics of the NA program

An H&I Meeting/Presentation Is

- **A service provided by an Area Service Committee under the direction of its H&I Subcommittee**
- **A meeting held in facilities where addicts do not have full access to regular NA meetings**
- **Closed to outside participation**

Where to start an H&I Meeting/Presentation

- If you see a need, contact your H&I Subcommittee...don't act alone
- A facility may ask to have an H&I meeting
- The H&I Subcommittee may ask a facility to start an H&I meeting
- H&I should work with PI when starting an H&I meeting

Rules of thumb for H&I / PI Cooperation

- Remember that our primary purpose is the same for *all* Subcommittees
- Plan together about how to proceed
- Be flexible while upholding our Traditions
- "I can't, we can" applies to everyone involved
- Work together

How to start an H&I Meeting/Presentation

- Find out who is the administrative contact for the facility
- Send a letter introducing NA & offering to set up an H&I meeting
- Schedule an interview to discuss the arrangements
- Put final agreements about proper procedures & expectations in writing
- Keep channels of communication open

Carrying the message in an H&I Meeting/Presentation

- **Members should have 3 months clean before attending a meeting**
- **Members should have 6 months clean before speaking at a meeting**
- **Whether you have been in a similar facility yourself is not important**
- **Share a clear & consistent NA message**

Things to consider...

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Adolescents

DO

- Remember this is a 'we' program...no addict should feel preached to
- Remember an addict is an addict no matter age
- Tell them there is FUN in recovery
- Acknowledge & validate feelings & emotions
- Acknowledge & validate clean time

DON'T

- Glorify your past
- Say things like, "I feel like I'm talking to my kids"
- Compare your bottom to theirs
- Patronize (talk down to as if less than)
- Use profanity

Additional Needs

- **Have NA material that includes items for addicts with additional needs**
- **Check available community resources for sign language interpreters, etc.**
- **Contact facilities to inform them about additional needs & NA materials**
- **Allow members with additional needs to participate in H&I service work**
- **Contact the USSC Additional Needs Subcommittee for assistance**

Hearing Impaired

- **Speak clearly & distinctly directly to their face (do not raise your voice)**
- **Use a facility-provided sign language interpreter whenever possible**
- **Sit those who lip read close to & with a clear view of the speaker**
- **Have pencils & paper available to help all addicts communicate**
- **Using dramatic facial expressions is also helpful to lip readers**

Visually Impaired

- **Have resource materials available if possible (audio, Braille publications, etc.)**
- **Do not touch a blind addict without their permission**
- **Ask if they need help...*before* you try to help**
- **Sit through a meeting with your eyes closed to better understand their experience**

Physically Challenged

- **Inform the appropriate facility staff about the accessibility of NA to physically challenged addicts**
- **Bathrooms, ramps & other necessities should be considered when planning H&I meetings**
- **Most city codes list buildings that are ADA (Americans with Disabilities Act) compliant**

Working With Others

- **Some facilities house only men, some only women & some house both in separate areas**
- **We feel strongly that only same sex NA members should participate in H&I meetings at those facilities**
- **Our primary purpose is not to try & make our meetings more popular**
- **Problems arising in this area have the potential to seriously damage the credibility of NA**

Services Other Than Meetings

We DO provide

- Literature
- Audio media
- Serial publications
- Coordinator

We do NOT provide

- Transportation
- Pen Pal/Jail Mail

Budgeting & Literature Distribution

- A budget should be prepared & submitted to your ASC
- All H&I resources should come from the ASC
- Expenses for non-budgeted items should be approved by the ASC
- Determine literature needs for facilities whose members attend outside meetings
- Facilities should be urged to purchase NA literature using their budgets & funds

Questions & Answers About H&I

- **Attend an H&I Subcommittee meeting**
- **Read the USSC H&I Handbook that includes Resources, Sample Formats & more**
- **Contact the USSC H&I Subcommittee for additional assistance**

USSC Webpage

**Additional information about the
USSC is available online at**

usscna.org

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Thank you...

for taking your time to become more familiar with what is involved with H&I service work. This presentation provides only the basics, so please read the H&I Handbook for additional information.

The USSC & its Subcommittees are providing this service as an option for the US Fellowship. We appreciate your interest in H&I service work & wish you success in your H&I endeavors.

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