

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**

# **Psychiatric & Forensic**

**(Fourth section of the H&I Handbook)**

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

# 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 in a Psychiatric/Forensic Unit**

- **To carry the NA message to those who are either dual-diagnosed, have emotional & mental problems besides addiction or have been classified as criminally insane & do not have regular access to NA meetings**
- **To give a very basic introduction to NA due to the possibility of short attention spans & that many may be on medication**

# Psychiatric Hospitals

- **Often have addicts with emotional & mental problems other than addiction**
- **Keep it simple when explaining the basics of the NA program**
- **Ask for little input from the patients**
- **Do not advise anyone to stop taking their medication as prescribed**
- **Our approach is nonprofessional & we have no opinion on outside issues**
- **Be very sure it is understood that we do not advocate going against doctor's advice nor can we endorse the use of any drug**

# Psychiatric Hospitals

- **Our experience suggests the use of speaker, panel, literature or Step presentations**
- **Choose topics that deal with early stages of recovery**
- **Fully acquaint yourself with the facility's policies & restrictions**
- **You may wish to have a staff person present**
- **Psychiatric patients/addicts often seem relieved to learn addiction is a disease rather than a moral issue**
- **They need to hear hope**
- **Facility regulations vary...check first**

# Forensic Units

- **Are court-ordered, maximum-security correctional facilities**
- **Often have addicts with emotional & mental problems besides addiction**
- **Many residents are on some sort of medication...do not debate or discuss it**
- **A highly structured H&I format is needed**
  - **Good examples are panel, speaker, literature or Step presentations**
- **In a lock-down facility, members look forward to NA meetings as relief from their routine**

# Forensic Units

- You need to be very clear about what NA is & what our basic message is during initial planning meetings with these facilities
- Be very sure it is understood that we do not advocate going against a doctor's advice neither do we endorse the use of any drug
- If questions of being clean while on medication come up...do not discuss
- Tell them to keep coming back, they are welcome at meetings & read the Basic Text
- Do not tell residents to stop taking their medication...we are not doctors!

# How To Start a Psychiatric/ Forensic Presentation

- Initial approach should be by an H&I Subcommittee along with PI (when applicable)
- Sometimes a facility may ask to have a meeting/presentation brought in
- Sometimes H&I will approach a facility to propose a meeting/presentation
- Be sure this is a team effort...do not act alone
- Let the facility know if H&I is not able to support a meeting/presentation then maintain communication with them
- Try to get a contact person at the facility whether or not a presentation is established



# How To Start a Psychiatric/ Forensic Presentation

- Set up an appointment once contact has been made & exchange contact information
- Make the appointment & be on time
- Dress appropriately & be courteous
- Bring pamphlets, literature & local schedules
- Explain what an NA meeting is & is not
  - The only thing we have to offer is a message of recovery from active addiction
- Adhere to the facility rules & regulations
- Get specifics of requirements in writing if possible & keep a copy for the H&I Subcommittee files

# Presentation Formats

- **Consider the Fifth Tradition when choosing a format**
- **Format & presentation should provide a structure that ensures the NA message of recovery is carried**
- **Open sharing or discussion formats are not used**
- **Best format is when outside members carry the NA message of recovery**
  - **Best examples are speaker, panel, literature or Step presentations**
- **Presentations should be limited to one hour**
- **It is important that H&I members maintain control in the presentation**

# Presentation Formats

## **SPEAKER PRESENTATION**

- **One or more members share their experience, strength & hope**
  - **Lay out some basic symptoms & characteristics of the disease**
  - **Shows how NA has brought about recovery**
  - **A sharing of feelings, self-image, turning points, etc., carries a profound message of recovery**

## **PANEL PRESENTATIONS**

- **Are similar to speaker presentations**
- **Each panel member usually takes one aspect of recovery in NA & shares on that subject**
- **Topics with a variety of information & experience on different subjects can be selected in advance**

# Presentation Formats

## LITERATURE PRESENTATIONS

- **Parts of the Basic Text or other Fellowship-approved literature are read out loud & discussed by the panel members**
  - **Passing the literature around & allowing everyone to read along is an easy way to allow minimal involvement by the patients**

## STEP PRESENTATIONS

- **The Basic Text or other Fellowship-approved literature is used to read the Step then panel members discuss the material**
- **Have panel members who have worked the Step**
- **Works well in longer term facilities where patients have had previous exposure to NA**

# Volunteer Experience & Clean Time Requirements

- Carrying the message in these types of facilities is *an especially sensitive type of service*
  - Only the most experienced H&I members should be selected to participate
- Fully acquaint yourself with the facility's policies & restrictions
- Suggested clean time for panel leaders is three years & two years for any other panel members
- Other suggestions for panel leaders/members
  - Have an understanding of the rules of the facility
  - Able to handle different situations & proceed through appropriate channels
  - Cooperate with staff
  - Dress & act appropriately

# **Do's & Don'ts For H&I Work in Psychiatric Hospitals & Forensic Units**

**DO follow the guidance found in the H&I Handbook**

## **PSYCHIATRIC & FORENSIC UNIT RULES**

- DO Attempt to get all agreements in writing**
- DO Clarify the rules with anyone brought to the unit**
- DO Adhere to security regulations at all times**
- DO Arrive early to satisfy security requirements**
- DO Keep staff informed of your whereabouts**
- DO Obey the dress code, use common sense**

# **Do's & Don'ts For H&I Work in Psychiatric Hospitals & Forensic Units**

**DO follow the guidance found in the H&I Handbook**

## **PANEL LEADERS & MEMBERS**

- DO Screen all panel members, speakers & chairpersons**
- DO Always clear a member who is on parole/probation with the unit & parole/probation officer**
- DO Adhere to clean time requirements of the unit & the H&I Subcommittee**
- DO Ensure all panel members carry a clear NA message**
- DO Choose panel members & speakers according to H&I guidelines**

# **Do's & Don'ts For H&I Work in Psychiatric Hospitals & Forensic Units**

**DO follow the guidance found in the H&I Handbook**

## **LITERATURE**

**DO Provide NA literature for unit meetings**

**DO Make directories of outside meetings available**

**DO Use literature recommended for H&I work & stamp  
with the local phonenumber**

**DO Provide facilities with literature order forms &  
encourage them to supply their own NA literature**

## **PSYCHIATRIC/FORENSIC UNIT MEETINGS**

**DO Start & end on time**

**DO Clearly state NA is separate from the unit & other  
fellowships**

**DO Emphasize NA recovery is available to *all* addicts**



# **Do's & Don'ts For H&I Work in Psychiatric Hospitals & Forensic Units**

**DO follow the guidance found in the H&I Handbook**

## **RESIDENT MEETING PARTICIPATION**

**DO Emphasize the importance of attending an NA meeting the first day out of the unit**

## **PANEL LEADERS & MEMBERS**

**DON'T Allow members with outstanding warrants**

**DON'T Bring any contraband items or weapons**

**DON'T Take messages & carry letters in or out**

**DON'T Show favoritism to any resident(s)**

**DON'T Bring anyone who has friends/family in the unit**

**DON'T Wear flashy jewelry or carry excessive cash**

**DON'T Use excessive profanity**

**DON'T Attend H&I facilities alone**

# **Do's & Don'ts For H&I Work in Psychiatric Hospitals & Forensic Units**

**DO follow the guidance found in the H&I Handbook**

## **UNIT GUIDELINES**

**DON'T Debate which drugs are acceptable**

**DON'T Debate issues about the unit's rules, regulations or methods or other fellowships with residents & staff**

**DON'T Discuss conditions within the unit**

**DON'T Discuss staff members with resident(s) or residents(s) with staff members**

**DON'T Sponsor resident(s) in the unit you attend as an H&I member**

**DON'T Accept or give any money or gifts**

# **Do's & Don'ts For H&I Work in Psychiatric Hospitals & Forensic Units**

**DO follow the guidance found in the H&I Handbook**

## **MEETING GUIDELINES**

- DON'T Read too many literature selections**
- DON'T Give anyone within the unit your address or telephone number**
- DON'T Provide anyone with another NA member's address or telephone number**
- DON'T Bring anyone who isn't supposed to be there (sponsee, friend, guest)**
- DON'T Break another person's anonymity**
- DON'T Ask about conviction(s) or discuss guilt or innocence**
- DON'T Emphasize 'using days' while sharing an NA message of recovery**

# Sample Format

**Introduce yourself. Welcome to the NA H&I meeting at (facility).**

**Would you please join me in a moment of silent meditation to reflect on why we are here & on the addict who still suffers followed by the Serenity Prayer.**

- 1. Would someone please read "Who is an Addict?"**
- 2. (Optional) Would someone please read "Why Are We Here?"**
- 3. Would someone please read the Twelve Steps**
- 4. Is this anyone's first NA meeting ever? Welcome!**
- 5. Introduce speaker/panel members (Suggested topics: Hope, Fear, Powerlessness, Anger, Unmanageability, Honesty, Change, Willingness, Open-mindedness, Balance, Acceptance, Just for today, Importance of sharing)**
- 6. In closing remind everyone of anonymity & that NA should remain forever nonprofessional**
- 7. Close with prayer of your choice**

# 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](http://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.**