

# Recovery Action and Progress Group Facilitator Guidelines

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1. Group structure guidelines
  - 1.1. Facilitator's role: a) model the relationship enhancement skills (OARSI), b) elicit participants' goals, tasks, plans and self-assessments, and c) manage a safe and respectful environment for intentional relationship-enhancing conversations.
  - 1.2. Start the check-in process and then assist with other check-ins
  - 1.3. Arrive early for group and have Outcome Rating Scales (ORSs) available as participants enter
  - 1.4. For a solo facilitator or a 60 minute group, limit to 10 or divide into subgroups of 10
  - 1.5. Prevent participant use of rulers before marking the ORS and Group Session Rating Scales (GSRS)
  - 1.6. Provide a folder for each participant containing a RAP Group Handout, pen or pencil, name tag/tent, ORS, GSRS, Self-Completed Overview of Recovery Experience Board (SCORE Board), etc.
  - 1.7. Each participant checks-in with one other participant
  - 1.8. Encourage participants to show their SCORE Boards to illustrate progress over time
2. Begin group with:
  - 2.1. *Thank you for coming today – I am glad to see each of you.*
  - 2.2. Introduce yourself: What about you is important/credible
    - 2.2.1. Peers: use a brief version of your recovery introduction
  - 2.3. *Please pull out your Recovery Action and Progress Group Handout. Who would like to start the review of our group guidelines?*
  - 2.4. *We do things a little differently than perhaps those of you who are new are used to because what is most important are your recovery goals, your resources and view of how you are progressing in your recovery, and how well this group is working for you.*
  - 2.5. *I'd like to get your feedback using a form called the Outcome Rating Scale that others find helpful in making this the best support group possible. Would that be OK with you?*
  - 2.6. *Anyone forget their glasses or otherwise need help reading or writing? OK, who is willing to help with reading or writing? (Then, ask each participant who indicated needing help) Who among the volunteers would you like to help you?*

