

How To Live In Recovery Program
Buddy Call Notes and Homework Tips

1. Participant's Name _____ Phone Number/Time Zone _____
 2. Day of their Group: (circle 1) Monday, Tuesday AM, Tuesday PM, Wednesday, Thursday

Date of the **Get Ready Call** _____ **Dates of their Group** _____

3. Set up **Pre-Calls**
- **1st PRE-CALL**- Day/Time _____
 - Help your participant find the documents (150+ pages) to print and the 2 media files on the website.
 - **2nd PRE-CALL** Day/Time _____
 - Read the highlighted areas on the **Phone Number and Group Information Packet** to your participant.

4. Set up **committed bi-weekly calls** with your participant (approximately 15 minutes)

- Call #1 should be a day or 2 **AFTER** their group.

Weekly Call #1: Day/Time _____

- Call #2 should be a day or 2 **BEFORE** their next group.

Weekly Call #2: Day/Time _____

Week	Call 1	Call 2	Comments, things to follow up on, or questions to ask before next call
Pre – call			Review the highlighted sections of the Phone Number and Group Information Packet with them. Have they printed the documents and downloaded the 2 media files?
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

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GET READY WEEK
No assignments for you

Week 1 Homework (To be done BEFORE the 1st call)

1. Your participant's homework this week is to:

A. Print the You are Registered document (150+ pages):

- ✓ Phone Number & Group Information (3 pages)
- ✓ Weeks 1-10 Homework(61 pages)
- ✓ NEW: Recovery Support Sheets (87 pages)
- ✓ Buddy Phone List (1 page)

B. Download the 2 media files from the website:

- ✓ Video: Binder Set Up from the website (to use in week 1)
- ✓ Audio: Is Food Addiction Really a Disease (to use in Week 2)

C. Print the Participant Phone List which was emailed (1 week before their group's 1st call) from howtoliveinrecovery2@gmail.com

D. Have them purchase the 2" binder and the plastic sleeves.

E. Have them watch the Binder Set-Up Video and help them put together the binder.

Go page by page with them to make sure they have all documents in the right place.

The documents are

- _____ Weeks 1-10 Homework (Tabs 3-12)
- _____ Phone Number and Group Information (Resources Tab)
- _____ Recovery Support Sheets (Pages 4,5,6,7 in Daily Tools, the rest in Tab 16)
- _____ Participant Phone List (Resources Tab)
- _____ Buddy Phone List (Buddy Program Tab)

F. They should invite you to be on the 1st call (NOT the Get Ready Call). You are not required to do this.

G. They should plan a 30-second introduction of themselves. (Include only their name, where they live, what their buddy's name is, what they hope to gain from this group).

H. Have them start reading Support Sheets 4,5,6,7-explain how you read and exchange yours.

I. Help them prepare the sharing question on reading the Support Sheets.

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Buddy Call Notes and Homework Tips

Week 2 Homework (To be done before the 2nd call)

- 1. Double check their binder to make sure everything is in the right place:
- 2. Take your Buddy call. Go over any outstanding homework assignments from the last call.
- 3. Discuss homework time management and their feeling of being overwhelmed.
 - A. If your buddy is feeling overwhelmed validate their feelings as normal. Share your own experience.
 - B. Did they choose a day and time to start their homework early each week and right after each group?
 - C. If necessary, help them schedule their days and times to work on their homework.
 - D. Help them set an alarm on their phone or an alert on their calendar for your call, the group call, and to remember to do their homework.
 - E. Discuss the benefits of completing the homework early and having time to practice the suggestions all week.
- 4. Your participant's homework this week is to:
 - A. Make a Warrior Reading Sheet**
 - B. Read their Warrior Reading Sheet in the morning and in the evening**
 - C. Listen to the audio "Is Food Addiction Really a Disease?" and read along on page 12.**
- 5. Have they read through the homework assignment? Do they need help / suggestions for the Warrior Reading Sheet assignment? They fill out the Warrior Reading Sheet that includes:
 - A. Why I Want to Live in Recovery List
 - B. Gratitude List
 - C. How I Feel After Having a Break List
 - D. What did I learn from making the How I Feel After Having a Break List
 - E. How I Feel When I Have Abstinence
- 6. Review their entire Why I Want to Live in Recovery Section and help rewrite negative statements so that they are positively framed.
- 7. Encourage your buddy to start reading the Warrior Reading Sheet twice a day with their tools.
- 8. Did they check off the entire previous week's tools and everything in this week's homework on the Did You? check list? Follow-up on unchecked items.
- 9. Remind your buddy to finish this week's homework and the Did You List. Remind them of the benefits of starting their new homework the day after the group.
- 10. Did they listen to the audio recording of Is Food Addiction Really a Disease?

Week 3 Homework

- 1. Your participant's homework this week is to:
 - A. Making a 911 Emergency Choices Sheet.**
 - B. Using the 911 Emergency Choices Sheet**
- 2. Make sure that your buddy knows that they should create a 911 Sheet for every location in which they typically find themselves breaking so that they take the pause and work their tools.

How To Live In Recovery Program
Buddy Call Notes and Homework Tips

Week 3 Homework continued

- 3. Help your participant understand why it is important to use the 911 Emergency Choices Sheet
- 4. Share your experience and suggest problem-solving ideas for any challenges. Suggest self-soothing ideas that work for you and that your buddy may want to try.
- 5. Discuss the 3 techniques for using the 911 and the 3 scenarios (homework page 14 and this packet page 4).
- 6. Did your participant check off the entire previous week's tools and this week's homework check lists? Follow-up on any unchecked items.
- 7. Remind your participant to finish this week's homework and the Did You List. Remind them of the benefits of starting their new homework the day after the group.

Techniques for using the 911 (from their homework page 14)

1. **Technique #1:** When a food thought occurs, make it a practice of turning to your 911 for ideas to use until the desire to eat passes.
2. **Technique #2:** When any situation causes you stress or anxiety, recognize it and even before a food thought occurs, turn to your 911 for ideas of self-soothing or phone numbers for outreach calls.
3. **Technique #3:** Pre-plan for a food thought. Each morning, make a list of your schedule. Here are a few hypothetical scenarios.

Scenario #1	Scenario #2	Scenario #3
9:00 Go to work	6:00 go to the gym	4:30 Leave for airport
12:00 Lunch meeting	8:00 Babysit grandchildren	6:00 Flight to vacation
5:00 Pick up children from daycare	12:00 Prepare lunch	9:00 Arrive on vacation
5:30 Stop at grocery store	1:00 Naptime for grandchildren	12:00 Walk on the beach
6:00 Make dinner	5:00 Parents pick up grandchildren	2:00 Lunch on the beach
7:00 Get children ready for bed	5:30 HLR call	7:00 Go out to dinner at a restaurant
9:00 Food Program zoom meeting	7:00 Prepare dinner	8:30 HLR call
11:00 Prepare for bed	10:00 Prepare for bed	11:00 Prepare for bed

- Now look at your day's activities and decide where a food thought might occur.
 Scenario #1: On the way to pick up the children? At the grocery store? After getting the children to bed?
 Scenario #2: When the grandchildren are down for their nap? Before the HLR call? After dinner?
 Scenario #3: At the airport? At the resort? At dinner? Before bed?
- Then, look at your 911 Emergency Choices sheet and plan in advance which ideas from that sheet will help you in each situation.
- If you utilize this method, do you think you could be more confident in your ability to stay in daily recovery?

How To Live In Recovery Program
Buddy Call Notes and Homework Tips

Week 4 Homework

- 1. Your participant's homework this week is to:
 - A. Quiet Time**
 - B. Weekly Tools Checklist**
- 2. Begin doing **quiet time** in a dedicated space first thing in the morning. Help your buddy understand why it's important to try doing quiet time this way and talk from your own experience about quiet time.
- 3. Begin using the **Weekly Tools Checklist**. Make sure they know that they can add tools to the bottom if there are items they want to add or that their sponsor suggests they add.
- 4. Help your participant understand why it is important to use the Weekly Tools Check List.
- 5. Three weekly meetings: Is your participant already attending 3 weekly meetings including the How To Live In Recovery Group Meeting?
- 6. Service you can do now. Remind your participant that outreach calls are service. They can do service in other ways such as joining Zoom meetings and volunteering to do readings. If they are able to attend live in-person meetings there is a list of service ideas in their homework. Remind them that they will have an opportunity to be a Buddy after completing this program.
- 7. Did your participant check off the entire previous week's tools and this week's homework check lists? Follow-up on any unchecked items.
- 8. Remind your participant to finish this week's homework and the Did You List. Remind them of the benefits of starting their new homework the day after the group.

Week 5 Homework

- 1. Your participant's homework this week is to:
 - A. Meal Planning**
 - B. Abstinence (this is new)**
- 2. Did your participant read through the suggestions for meal planning? Did they pick 1 or 2 days a week to cook in bulk and shop? What meal planning suggestions are they going to start using? Talk about your own success around meal planning.
- 3. Did your participant read the sections on Abstinence (week 5 page 23) and Self-Care Through Abstinence (week 5 page 24)?
- 4. You can find the HLR Homework on the website under For Buddies. Passcode required.
- 5. Did they start utilizing the suggestions for abstinence? What do they need to work on?
- 6. Follow-up on homework from prior weeks. Are they using the Weekly Tools Check List every day? Are they using their 911 Emergency Choices sheets? Help brainstorm around challenges they may be experiencing.
- 7. Did your buddy check off the entire previous week's tools and this week's homework on the Did You? Checklist? Follow-up on any unchecked items.
- 8. **Since Week 5 has the least homework, have your participant take this opportunity to make up any missed homework.**

How To Live In Recovery Program
Buddy Call Notes and Homework Tips

Week 6 Homework

- 1. Your participant's homework this week is:
 - A. **Make 3 outreach calls.**
 - B. **Journaling**
- 2. Did they go over the Food For Thought Sheet with their Sponsor?
- 3. Did your participant discuss the outreach call suggestions with their sponsor and did the sponsor agree that:
 - 1) Leaving 3 messages = 1 call
 - 2) One 30 minute call = 3 calls
 - 3) Each returned call/phone connection = 1 call
 - 4) Your participant should follow their sponsor's plan for outreach calls.
- 4. Remind your participant that they can use their group's Participant Phone List and any local numbers from their meetings or their sponsor as sources for outreach. Your participant should make a Written Phone List to start recording names, time zone and numbers of people to call for outreach. Encourage them to call people who support their recovery and make sure they know they should delete any people who make them feel bad or guilty. Talk about how you handle outreach calls and what changes you made based on these suggestions.
- 5. Did your participant begin journaling before or after dinner for 10 minutes. The sooner they begin this homework the better chance your participant will have to write using the 5 journaling ideas (week 6 page 26).
- 6. Help them understand why journaling daily is important and why setting a time and using a timer are recommended. Talk about your experiences journaling and how it has improved your program.
- 7. Have your participant look for the journaling topics in week 6 pages 30-31.
- 8. If their sponsor did not receive the Sponsor Packet, have their sponsor go to the website. The packet is there under the tab 'For Sponsors' and does not need a passcode.
- 9. Follow-up on homework from prior weeks. Are they using the Weekly Tools Check List every day? Are they using their 911 Emergency Choices sheets? Are they doing quiet time daily? Help brainstorm around challenges they may be experiencing.
- 10. Did your participant check off the entire previous week's tools and this week's homework on the Did You? check lists? Follow-up on any unchecked items.

Week 7 Homework

- 1. Your participant's homework this week is:
 - A. **Common Break Locations.** Was your participant able to identify and strategize on how to avoid or mitigate risk of visiting common break locations? You can share from your own experience and suggest strategies as well.
 - B. **Relapse Foods:** Did your participant discuss relapse foods with their sponsor and put together an elimination plan with start and end dates for any problematic relapse foods? Talk about your own experience using an elimination plan for relapse foods.

Week 7 is continued...

How To Live In Recovery Program
Buddy Call Notes and Homework Tips

Week 7 Homework cont.

- 2. Did your participant read the Introduction to the Science of Relapse Food (Week 7 page 37)?
- 3. If indicated, did they click the links for the Decaffeination process and the Sodium Content of Food (Week 7 page 33)?
- 4. Did they read How to Create a Relapse Foods Elimination Plan (week 7 page 38)?
- 5. If indicated, did they create an elimination plan?
- 6. Follow-up on homework from prior weeks. Help brainstorm any challenges.
- 7. Did your participant check off the entire previous week's tools and this week's homework on the Did You? check lists? Follow-up on any unchecked items.

Week 8 Homework

- 1. Your participant's homework this week is:
 - A. Break-Through Sheets**
 - B. Putting My Program First**
- 2. **Complete a Break-Through Sheet** for every break they can remember.
 - ✓ This may take some time so they will need to start with enough time to finish.
 - ✓ Help your participant understand why the Break-Though Sheet is important. Talk about how it has helped you identify break patterns and stop future breaks from happening.
 - ✓ Help them recognize the patterns that have emerged and the answer the very important question #5-What did I learn? And #6- what will I do next time?
 - ✓ This process is the beginning of seeing breaks as an opportunity to learn.
- 3. **Putting My Program First.** Did your participant read "What Does Putting My Program First Mean" and are they able to articulate what it means to them? Help them brainstorm ways they can make their program a priority.
- 4. In week 8 is their 1st introduction to our next groups. This is always confusing to them so read over week 8 page 43 (Introduction: What to do next?)
 - ✓ Explain that everyone should join the Ongoing Relapse Prevention Group for the next step of support and to prevent relapses from returning.
 - ✓ AND: If they are still struggling, they can repeat the group.
 - ✓ OR: If they are not still struggling, they can become a buddy.
- 5. Follow-up on homework from prior weeks.
 - A. Are they using the Weekly Tools Check List every day?
 - B. Are they using their 911 Emergency Choices sheets?
 - C. Are they doing quiet time daily?
 - D. Are they journaling daily?
 - E. Are they making 3 daily outreach calls?
- 6. Help brainstorm around challenges they may be experiencing
- 7. Did they check off the entire previous week's tools and this week's homework on the Did You? check lists?
- 8. Follow-up on any unchecked items.
- 9. The Next Steps Google Form will arrive after Week 8. Here they can get information about repeating the HLR group, joining the Individual Program, joining the ORPG, and being a Buddy.

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Week 9 Homework

- 1. Your participant's homework this week is:
 - A. Journaling on the 14 HLR Summary Topics**
 - B. What will they do next?**
- 2. Writing about what they learned from the 14 Summary Topics. Help your participant understand why this is important to recap everything they have learned. If you are comfortable, read to them from your own writing on these topics.
- 3. They are not required to write on them all but encourage them to write on as many as possible.
- 4. What will you do next?
- 5. Week 9 page 52 has a more detailed explanation of what groups they can join next.
- 6. Full information on the ORPG is in week 9 page 53 including the books they will need to purchase.
- 7. Full information on becoming a buddy is in week 9 page 54.
- 8. All registration is done on the website.
- 9. The feedback Google Form will arrive via email after week 9. We would appreciate their honest appraisal so that we can continue to improve our program.
- 10. Help your participant determine what the next step is, whether it's participating in the HLR program again, or entering the Individual Program (after completing 2 groups), and the ORPG. They have many options. If they are doing all their support materials every day, encourage them to think about becoming a Buddy and help someone else find recovery.
- 11. Suggest that they purchase the two books for the Ongoing Relapse Prevention Group
 - A. *Staying Sober: A Guide For Relapse Prevention*, by Gorski and Miller.
 - B. *Language of Letting Go, Daily Meditations*, by Melody Beattie
- 12. Follow-up on homework from prior weeks.
 - A. Are they using the Weekly Tools Check List every day?
 - B. Are they using their 911 Emergency Choices sheets?
 - C. Are they doing quiet time daily?
 - D. Are they journaling daily?
 - E. Are they making 3 daily outreach calls?
 - F. Are they on-schedule for eliminating all their relapse foods?
 - G. Are they planning to attend the ORPG after completing the HLR program?
 - H. Are they able to prepare their food in bulk?
 - I. Do they need additional ideas for avoiding common break locations?
- 13. Help brainstorm around challenges they may be experiencing.
- 14. Did they check off the entire previous week's tools and this week's homework on the Did You? check list.
- 15. Follow-up on any unchecked items.

How To Live In Recovery Program
Buddy Call Notes and Homework Tips

Week 10 Homework

- | | |
|--------------------------|--|
| <input type="checkbox"/> | 1. Your participant's homework this week:
A. Watch the video: The Faces of Food Addiction
B. Discovery what they have learned about themselves and how they plan to continue their recovery journey. |
| <input type="checkbox"/> | 2. Did they click the link to find the video: The Faces of Food Addiction ? This video is also on the website: www.howtogetabstinent.org under the Popular Documents. (no passcode needed) |
| <input type="checkbox"/> | 3. What did they learn from the video: <i>The Faces of Food Addiction</i> ? |
| <input type="checkbox"/> | 4. Did your participant read about how to share information about the HLR in program meetings? Week 10 page 57. |
| <input type="checkbox"/> | 5. Did your participant read Some Important Closing Thoughts? Week 10 page 58. |
| <input type="checkbox"/> | 6. Follow-up on homework from prior weeks.
A. Are they using the Weekly Tools Check List every day?
B. Are they using their 911 Emergency Choices sheets?
C. Are they doing quiet time daily? Are they journaling daily?
D. Are they making 3 daily outreach calls?
E. Did they eliminate any relapse foods?
F. Are they planning to attend the ORPG after completing the HLR program?
G. Are they able to prepare their food in bulk?
H. Do they need additional ideas for avoiding common break locations? |
| <input type="checkbox"/> | 7. Help brainstorm around challenges they may be experiencing. |
| <input type="checkbox"/> | 8. Did they check off the entire previous week's tools and this week's homework on the Did You? check lists? Follow-up on any unchecked items. |
| <input type="checkbox"/> | 9. Suggest that they purchase the two books for the Ongoing Relapse Prevention Group
A. <i>Staying Sober: A Guide For Relapse Prevention</i> , by Gorski and Miller.
B. <i>Language of Letting Go, Daily Meditations</i> , by Melody Beattie |
| <input type="checkbox"/> | 10. Wish them well and maybe extend an offer for them to call you as an outreach call. |