PRO·A

Pennsylvania Recovery
Organizations Alliance
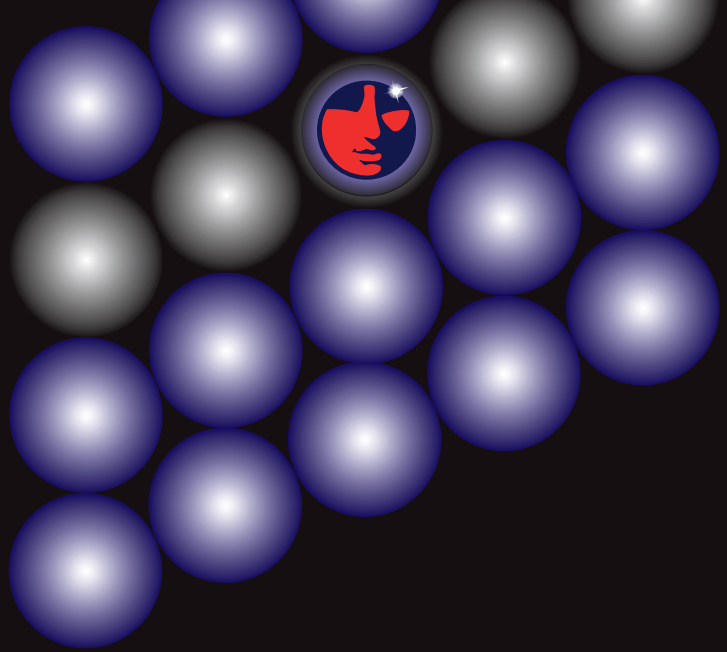
COURSE DESCRIPTIONS

THE RECOVERY INSTITUTE
Training Program

training & development

Educate

Mobilize
Educate
Advocate
For Recovery

PRO•A

Pennsylvania Recovery
Organizations Alliance

THE RECOVERY INSTITUTE
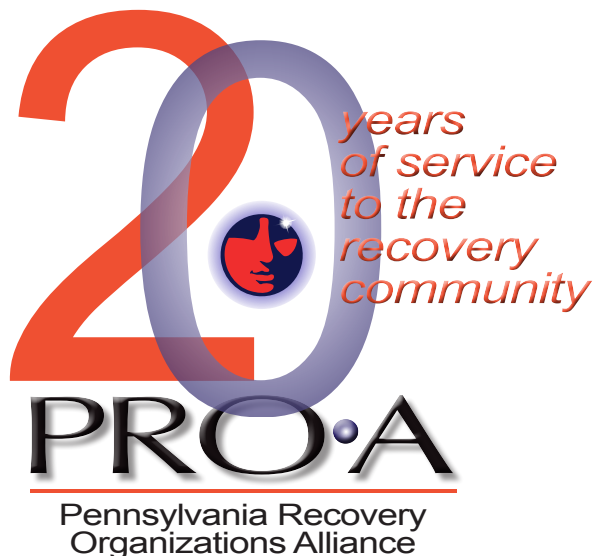## Training Program

EDUCATING SINCE OUR ORIGIN AND TRAINING PEERS SINCE 2008!

Pennsylvania Recovery Organizations Alliance is the largest peer led recovery trainer in the state of Pennsylvania. We led the collaborative process to develop the Certified Recovery Specialist (CRS) with the Pennsylvania Certification Board (PCB) a decade ago and have continued to work to develop career pathways for persons with lived experience. Most recently we have done this through the development Recovery Specialist Supervisor Core Competencies and the establishment of a certification for families, the Certified Family Recovery Specialist (CFRS) Credential, also in collaboration with the PCB.

Our Recovery Institute Training Program (RITP) offers training sessions that can be provided as a series, or as individual sessions, to train individuals hoping to enter the field and current professionals. The RITP educates individuals to offer drug and alcohol peer recovery support services; develops community leaders; and provides professional, community, and organizational development. Our training curriculum is PCB approved and can be applied towards initial certifications, for continuing education, and for re-certification.

20 years
of service
to the
recovery
community

PRO·A
Pennsylvania Recovery
Organizations Alliance

3

CREDENTIALS DEFINED

Certified Recovery Specialist Training Series (CRS)
(48 hours of PCB approved education)

This credential was developed with the concept in mind that support and coaching provided by peers would be enhanced by their skills and lived experience with recovery. The CRS certification provides credibility to the work done by individuals in the community, members of recovery community organizations, and individuals who work in the drug and alcohol field who currently do not meet the educational and supervisory criteria for clinical-based certifications.

Confidentiality is an educational requirement for individuals to test to become a CRS.
This is facilitated through the state and is not part of the PRO•A Recovery Institute.

Certified Family Recovery Specialist Training Series (CFRS)
(54 hours of PCB approved education)

The CFRS credential has been added to the professional credentials through the PCB and is intended for adult family members or loved ones who have experienced their own journey of recovery after being impacted by a loved one's substance or alcohol use disorder. Family members of individuals who suffer from Substance Use Disorder have a unique perspective of the disease, as well as an unparalleled viewpoint of the lived recovery experience possible in families. The individual seeking this credential will assist other family members in their journey of recovery, offering recovery support services through sharing their own lived experience.

Confidentiality is an educational requirement for individuals to test to become a CFRS.
This is facilitated through the state and is not part of the PRO•A Recovery Institute.

CRS Supervisory Training
(12 hours of PCB approved education)

A group of Subject Matter Experts teamed up to create the seven Certified Recovery Specialist Core Competencies for Supervision in June 2017. Over the course of this two-day training, each of the supervisory core competencies will be reviewed and discussed at length in a comprehensive manner that will further specify the knowledge, skills and abilities necessary to provide peer leadership through appropriate supervision and enhance the quality of supervision within peer services in our state. This training provides 12 hours of Pennsylvania Certification Board Approved credit hours.

Leadership Training Series
(6 hours of PCB approved education)

This training provides education to develop leaders, strengthen the voice of recovery, and elevate the message of hope. Through this training, individuals will learn leadership skills to enhance their ability to effect change and strengthen the recovery movement.

Self-Care Training Series
(6 hours of PCB approved education)

Through this training, individuals and organizations will benefit from leaning about the signs and symptoms of burn out, vicarious trauma, and compassion fatigue. As well, they will learn how to address these conditions, change responses to stress, and move into a strength-based perspective to develop grit, perseverance, and resiliency.

4

COURSE SELECTIONS

A COMMON VISION OF RECOVERY
6 PCB Credit Hours

This training provides an overview on addiction, mental health, and co-occurring disorders. Participants will compare the common aspects and differences relative to the recovery processes for substance and alcohol use and mental health. The training will equip attendees with a better understanding of how to reach a common vision of recovery. Concluding this training, individuals will be able to:

- **Alleviate any misunderstandings relevant to Substance Use Disorders, Mental Illness, and Co-occurring Disorders**
- **Identify differences and similarities of Substance Use Disorders and Mental Disorders and their recovery processes**
- **Develop a common perspective for recovery from both disorders**
- **Describe an individualized recovery plan and identify its components**

ADDICTION AND THE FAMILY
3 PCB Credit Hours

Chemical dependency, including alcohol and prescription medications, has a severe impact on families, loved ones, and other individuals close to the person who is chemically dependent. The most effective way for family members to be responsive and supportive of their loved one is to develop a strong understanding of the disease and recovery processes. This training provides an understanding of the consequences of addiction, family dynamics, and techniques that promote self-care.

Concluding this training, individuals will be able to:

- **Distinguish the characteristics of functional and dysfunctional families**
- **Define homeostasis and possess an understanding of how it is disrupted when dealing with substance use conditions**
- **Recognize healthy and unhealthy behaviors**
- **Identify the different roles individuals play within the family system and define common roles taken on by children in families facing addiction**

ADVOCACY, SUPPORT, AND SYSTEMS NAVIGATION
3 PCB Credit Hours

Advocacy and support are two underlying roles of the Certified Family Recovery Specialist (CFRS). This training will differentiate between enabling and empowering; the differences of the role of the support specialist at the micro, mezzo, and macro levels; and the basic responsibilities of a CFRS relative to systems of care.

Concluding this training, individuals will be able to:

- **Identify the role of the CFRS based on prior research and outcomes**
- **Discern the meaning of advocacy and support within the CFRS role**
- **Determine the role of the CFRS relative to systems of care**
- **Be able to document the services given in their role as a CFRS**

CERTIFIED RECOVERY SPECIALIST STUDY GROUP
3 PCB Credit Hours

This training provides attendees' education in each of the following educational domains, Recovery Management, Education and Advocacy, Professional Ethics and Responsibility, associated with the Certified Recovery Specialist (CRS) credential. This training will provide individuals with a review of their role as a CRS. The training will also cover the material found in the PCB Candidate Guide for Certified Recovery Specialists and tasks associated with the required domains of education.

Concluding this training, individuals will be able to:

- **Possess knowledge of the application process and the requirements for application**
- **Understand the educational domain requirements for the CRS credential**
- **Understand and complete tasks associated with each domain**

5
COURSE SELECTIONS

CFRS: FROM SURVIVING TO THRIVING
6 PCB Credit Hours

This training will explore the fundamentals of family recovery, to include the impact of Substance Use on family members, define the roles identified in dysfunctional families, what a healthy family looks like, and what family recovery looks like. Incorporated in this training are elements of the role of a Certified Family Recovery Specialist and an overview of strategies that may benefit the family peer support specialist.

Concluding this training, individuals will be able to:

- **Identify the impact of substance use conditions on family members and understand what recovery looks like for families**
- **Discern the difference between "unhealthy" and "healthy" family dynamics**
- **Determine how to heal as the loved one of a person with a substance use condition**
- **Clarify the role of a Certified Family Recovery Specialist in the family recovery process**
- **Identify possible intervention strategies for families, as well as the positive outcomes of family involvement**

COMMUNICATIONS FOR CHANGE
3 PCB Credit Hours

This training will educate participants on the critically important role that people with lived experience have in changing public perception about addiction and recovery and focus on ways to communicate in concise and focused ways to increase the effectiveness of our message. Attendees will learn how to talk about addiction from a recovery perspective and how to create narratives in a way to emphasize recovery and hope over addiction and despair. Participants will learn about advocacy in relation to 12-Step anonymity. Participants will focus on how to communicate in a variety of settings, including with public officials and in social media.

Concluding this training, individuals will be able to:

- **Form narrative and keep a focus on the positive elements of the recovery process in order to reduce stigma against persons with addiction while focusing on the very real hope of recovery**
- **Utilize stories of lived experience of recovery to effectively communicate hope and resiliency to combat stigma and improve the understanding of recovery as a reality**
- **Communicate stories in an effective and concise manner, in a variety of settings, including with public officials and through social media**

CRISIS INTERVENTION STRATEGIES FOR PEER PROVIDERS
3 PCB Credit Hours

Physical, psychological, or medical situations, and emergencies can create stress, fear, and anxiety for individuals. Individuals may have difficulty dealing with an event or situation that exceeds their resources and coping mechanisms. This educational workshop provides peer providers with tips that can assist in providing a safe avenue for the solution of a crisis.

Concluding this training, individuals will be able to:

- **Identify differences between urgency, crisis, and emergency situations**
- **View crisis intervention as a multi-dimensional process**
- **Utilize effective verbal intervention skills**
- **List the three steps of crisis intervention**

6
COURSE SELECTIONS

CRS SUPERVISORY TRAINING: RECOVERY LEADERSHIP MODULE 1
6 PCB Credit Hours

This training will cover the foundational building blocks of the Parallel Process, present how to use them in a manner to build relationships with our staff, and present the different styles of effective leadership. There is focus on developing as leaders and looking at the inherent qualities that good leaders possess. We will begin to delve into the core competencies of peer supervision, covering Recovery Orientation and Trauma & Social/Health Care Equity, and assessing how our role as supervisors can positively impact the drug & alcohol treatment system in work places, communities, and across Pennsylvania.

Concluding this training, individuals will be able to:

- **Explain the importance of recovery orientation, and how staff duties and roles impact recovery orientation with the peers served**
- **Understand the effects of trauma & social/health care equity**
- **Possess knowledge of supervision competencies to include ethics, boundaries & confidentiality; advocacy; community resources; and system navigation**
- **Appreciate employee practices and professional responsibilities to support meaningful roles, improve team moral, and enhance the efficacy of providing peer services**

CRS SUPERVISORY TRAINING: RECOVERY LEADERSHIP MODULE 2
6 PCB Credit Hours

This training will provide the supervisor with a view of how to employ emotional intelligence in relationships with supervisees to become proficient in supervising peer service providers in a safe, healthy, and nurturing environment. Vicarious liability as a leader will be explained through various modalities which can be applied to mold and shape supervisees through the guiding principles of peer leadership.

Concluding this training, individuals will be able to:

- **Learn and begin to apply the concepts of emotional intelligence toward the supervisory relationship**
- **Demonstrate supervision competencies in the supervisory relationship, recognize the supervisor's capacity as a role model, and recognize the value between self-care plans for supervisors and team members**
- **Apply effective employment practices, understand the appropriate professional responsibilities of a CRS, and support meaningful CRS service roles within an organizations structure**
- **Understand and utilize effective feedback to support peer service provider teams in developing a plan for their personal and professional development**

DO YOU HEAR WHAT I HEAR:
LESSONS IN EFFECTIVE COMMUNICATION
6 PCB Credit Hours

The ability to communicate with others is often viewed as a simple process. However, the lack of communication can have a huge effect on families, individuals, one on one relationships, groups, and even society as a whole. This training provides instruction and group exercises that will assist in sharpening your communication skills and provide effective ways to reduce conflict, thereby improving interaction with others.

Concluding this training, individuals will be able to:

- **Choose appropriate communication styles within different settings and recognize cultural differences which may affect communications**
- **Employee appropriate techniques when speaking in a peer capacity with other family members, a person, or persons in recovery**
- **Utilize communication techniques that engage and encourage openness and or when necessary help to resolve conflict**
- **Recognize non-verbal cues and identify what they may be communicating**

7

COURSE SELECTIONS

ETHICS AND BOUNDARIES FOR FAMILY PEER SUPPORTS
6 PCB Credit Hours

Ethics & Boundaries for Family Peer Supports will provide an overview of the differences between personal and professional boundaries, the reasons these boundaries are crucial, and the guidelines to implement healthy boundaries in the professional role of a family support. This training will examine ethical guidelines of a family recovery support professional, review federal and state regulations that guide our ethical decisions, and identify a plan for following ethical guidelines in decision making as a family support professional. This training will also examine the most common ethical concerns, and will utilize case studies to ensure that participants will have a full grasp of the possible ethical issues that may arise in their service delivery role, as well as the steps to utilize in determining best practices for ethical decision making.

Concluding this training, individuals will be able to:

- **Identify Boundaries and the differences between personal & professional boundaries**
- **Define ethical behavior, understand the meaning of and provide examples of confidentiality, boundary issues, and ethical guidelines of a family support specialist/service provider**
- **Determine how to establish best practice standards and apply ethical codes of conduct**
- **Develop and maintain professional boundaries in the role of a CFRS**

ETHICS AND BOUNDARIES FOR PEER PROVIDERS
6 PCB Credit Hours

The process of helping others is becoming increasingly dangerous, with a variety of complex dilemmas that challenge the integrity of service providers and community-based organizations alike. This training provides an overview of ethical guidelines for recovery peer support and family peer support service providers. Attendees will examine the most common ethical mistakes made during the delivery of services and will be provided examples to illustrate simple oversights and everyday errors, as well as the deliberate, blatant blunders of former helping professionals. Through this thought-provoking, interactive, and hands-on exploration, attendees will gain insight into frequently identified problem areas that can hurt both peer service providers and recipients.

Concluding this training, individuals will be able to:

- **Understand confidentiality, boundary issues, informed consent, impairment, and other aspects of peer provider relationships**
- **Clarify ethical behavior and develop a framework for making sound ethical decisions**
- **Identify and understand the consequences of ethical, boundary and confidentiality violations**
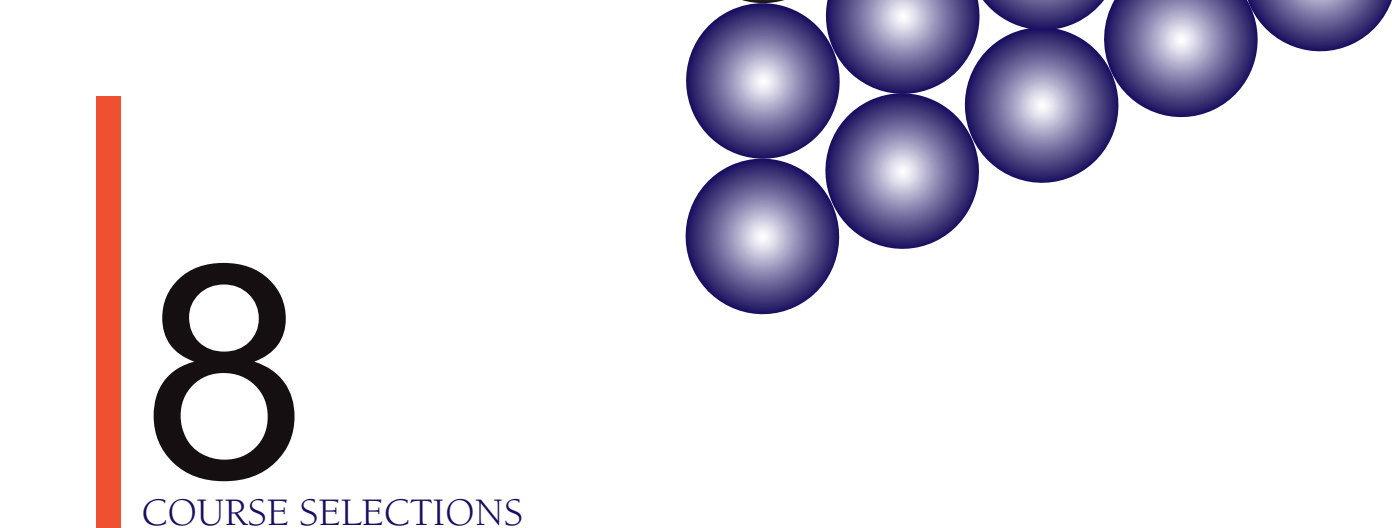
FAMILY HEALING AND RECOVERY 101
6 PCB Credit Hours

Attendees will gain an understanding of the damaging effects of stigma on families and identify pro-active solutions in combating stigma. Individuals will identify what recovery looks like, the stages of recovery, possible solutions, and how to advocate for families by educating those working with families in continuing the dialogue with others in the recovery community.

Concluding this training, individuals will be able to:

- **Define family recovery, explain the recovery process, and explain a process of change model**
- **Identify pathways to recovery for families and the phases and stages of recovery**
- **Identify and describe community supports available to persons in recovery**
- **Define advocacy and identify alternative ways of advocating for families**
- **Discuss public policy and laws that protect individuals and families from discrimination**

8

COURSE SELECTIONS

FORMING AN ALLIANCE FOR RECOVERY:
THE ART AND SCIENCE OF THE THERAPEUTIC ALLIANCE
3 PCB Credit Hours

This training will explore the underlying theory, research on, and application of the therapeutic alliance in working with substance use disorders. Attendees will learn how a strong, therapeutic alliance built on a spirit of collaboration, an emotional bond, and an agreement on goals and tasks is the best predictor of a positive service outcome. Through the training, attendees will discuss and examine data on services abandonment, research on the efficacy of engagement in the recovery process, and explore how internal factors within the practitioner and the individual seeking help can influence the development of a therapeutic alliance.

Concluding this training, individuals will be able to:

- **Consider how to improve engagement, understand the importance of engagement, and comprehend barriers to creating effective alliances with clients**
- **Understand the elements of a therapeutic alliance and know how to form a therapeutic alliance**
- **Identify internal strengths and resources of the client to develop strength-based goals**
- **Understand the elements of a therapeutic alliance and factors to consider when working to engage with them in a collaborative change process of recovery**

GETTING CRISPY:
STRESS, BURNOUT, COMPASSION FATIGUE, AND SECONDARY TRAUMA
3 PCB Credit Hours

This training was developed to assist all individuals who work within the helping field. The relationship between chronic stress and trauma and substance use disorders is an important aspect to consider when working with individuals in the drug and alcohol field. Studies reinforce the need for individuals be aware of the stress, burnout, compassion fatigue and secondary trauma that could impact individuals working in the field, and also identify ways to minimizing the impact on all those involved.

Concluding this training, individuals will be able to:

- **Identify the relationship between chronic stress/trauma and substance use disorders**
- **Clarify concepts related to chronic stress and trauma**
- **Ascertain the impact of stress and trauma for both the helper and the recipient of helping services**
- **Identify the factors related to the development of these issues from micro, mezzo, and macro levels of the system**
- **Determine the meaning and importance of self-care in the helper role**

HEALING THE STIGMA OF ADDICTION
6 PCB Credit Hours

Attendees will gain an understanding of the damaging effects of stigma and how to assist in changing society's overall view of substance and alcohol use. The consequences of stigmatizing attitudes and behaviors are tangible, painful, and destructive. The mission of this training is to reduce stigma by raising consciousness, facilitating ongoing dialogue, searching for creative solutions, and educating all within or connected to the recovering community.

Concluding this training, individuals will be able to:

- **Define stigma, recognize where it comes from, and explain its consequences**
- **Apply pro-active solutions in combating the stigma associated with chemical dependency issues**
- **Discuss public policy and laws that protect individuals and their families from discrimination**
- **Define advocacy and explain how individuals can advocate to reduce the stigma associated with chemical dependency**

9
COURSE SELECTIONS

LEADERSHIP FOR PEERS
3 PCB Credit Hours

This training is intended for developing leaders within the drug and alcohol recovery community who want to learn about basic leadership elements, attributes of leaders, and what makes an effective peer leader. Through this training, participants will learn some of the basics aspects of advocacy and how it relates to lobbying. Attendees will learn about the vital importance of mentoring to develop skills and how to support others in their own growth in order to strengthen the recovery movement.

Concluding this training, individuals will be able to:

- **Identify elements and attributes of effective leadership**
- **Identify elements of advocacy and understand how advocacy differs from lobbying**
- **Understand why advocacy is important to our future**
- **Understand the elements of mentoring and what the research says about the efficacy of mentoring**

PEER-BASED RECOVERY SUPPORT SERVICES
6 PCB Credit Hours

Recovery support services have a critical role in the continuum of care for recovery from substance and alcohol use for individuals and for family members. Incorporating the ideas of delivering peer services across systems as peers for individuals in recovery from their own substance use and as peers in the capacity of family members helping other family members, this workshop offers a comprehensive look at what Recovery Support Services are. Through this training, we will present how recovery support services are utilized for maximum benefit. In addition, current tools and methodologies will be presented.

Concluding this training, individuals will be able to:

- **Define recovery support services and list the various types of peer-based recovery support services**
- **Have a working knowledge of a Recovery Oriented System of Care**
- **Differentiate between peer-based and clinical services and roles**
- **Assist in creating an individualized recovery plan including a recovery action plan and functional analysis**
- **Understand the concept of resource brokering and be able to access available resources**

RECOVERY 101
6 PCB Credit Hours

There are many factors that may hinder or contribute to the recovery process, multiple pathways to recovery, and stigmas associated with each pathway. Attendees will gain comprehensive insight into the recovery process from substance and alcohol use through learning about these various factors and through learning about different recovery models.This training aims to alleviate misunderstandings, equip attendees with a better understanding of recovery as an individualized process, and to aid individuals in assessing where their liabilities may be in providing recovery support services.

Concluding this training, individuals will be able to:

- **Define recovery from substance and alcohol use**
- **Identify phases and stages of recovery, explain the recovery process and a process of change model, and describe the characteristics within various phases and stages**
- **Understand potential liabilities based upon personal experience and personal interpretation of addiction/recovery and how theses liabilities may affect providers of recovery support services**
- **Describe various treatment options available to individuals who are seeking recovery, identify and describe community supports available to persons in recovery**

10
COURSE SELECTIONS

SELF-CARE AND RESILIENCY BUILDING
3 PCB Credit Hours

This training is beneficial for any individual in the helping field. As helpers, engagement in self-care is a responsibility that is often overlooked. This training will define what self-care looks like and will underline the obligation of self-care in a field where the goal is to take care of others. The concepts related to resiliency and grit for helpers will be identified and discussed.

Concluding this training, individuals will be able to:

- **Define Self-Care and Nurturing**
- **Understand the factors related to the development of self-care and nurturing into the micro, mezzo, and macro levels of system care**
- **Identify concepts related to resiliency and "Grit" for helpers**
- **Identify the importance of and steps needed in building resiliency and self-care into our institutions and organizations**

SUBSTANCE USE CONDITIONS AND RECOVERY
3 PCB Credit Hours

This training was developed as part of social worker curriculum and presents an introductory overview of substance use conditions. Attendees will benefit from receiving data on impaired professional programs, the effects of trauma, and the correlation between substance use conditions and trauma. We will discuss the roles of helping professionals and the importance of a therapeutic alliance. As well, this training incorporates the elements of a Recovery Oriented System of Care (ROSC).

Concluding this training, individuals will be able to:

- **Possess knowledge on the correlation between trauma and substance use disorders**
- **Understand the efficacy rates surrounding long-term treatment programs and therapeutic alliances**
- **Identify and apply the elements of the ROSC model to improve service systems**

THE ADDICTION PROCESS
6 PCB Credit Hours

This comprehensive workshop provides knowledge of environments that foster addiction, including traumatic experiences; the biochemical changes in the brain that affect addiction; biological and psychological factors of addiction; gender differences in addiction; a listing of drug classifications, an understanding of the changes that occur in the body which lead to the uncontrollable obsession and compulsion associated with addiction; the cost of addiction to the individual and society; and the benefits of recovery.

Concluding this training, individuals will be able to:

- **Identify drugs according to classification**
- **Comprehend the relationship between culture and addiction**
- **Discern tolerance and withdrawal syndrome associated with Alcohol and Substance Use Disorders**
- **Identify risk factors for individuals susceptible to addiction**
- **Describe neurological changes that occur in the brain due to chemical dependency**
- **Recognize defense mechanisms associated with addiction and how to break them down**

11

CONTACT INFORMATION

Education is a key component for bridging the gaps between treatment. Education also allows for workforce development, and is necessary if we want to sustain a system that is already under stress.

If you would like to inquire about requesting a training, please contact us through our website at http://pro-a.org/contact/ or call the PRO•A office at 717-545-8929 ext. 1 to speak with our Program Coordinator. For a full list of our RITP course offerings, please visit http://pro-a.org/services/the-recovery-institute/.

In addition to our Recovery Institute Training Program curriculum, we also offer webinars and technical assistance. Our webinars cover a broad range of subject matter relevant to addiction and recovery and are FREE to attend. Sign up to receive notifications of our webinars at http://pro-a.org/webinar-signup/.

Our technical assistance sessions assess the strengths and weaknesses of groups, organizations, and communities. They are individualized to fit your needs and designed to strengthen and maximize your impact within your community. For more information contact our Recovery Service Community Coordinator at s.hastings@pro-a.org or 717-545-8929 ext. 3.

THE RECOVERY INSTITUTE
Training Program

12
Q&A

Who can attend the PRO•A Recovery Institute Training Program training sessions?

ANYONE CAN ATTEND!

Our trainings are open to individuals who are interested in pursuing a Pennsylvania Certification Board Credential, need recertification, or are looking to advance themselves professionally in any other capacity. This includes professionals from the drug and alcohol, mental health, child welfare, and criminal justice fields. They will benefit social workers, peers, and others who are interested in learning more about recovery from addiction.

How can these trainings help me advance professionally?

Our trainings are all approved by the Pennsylvania Certification Board (PCB) and can be applied towards various PCB credentials, as well as for recertification. If you are interested in obtaining a more advanced credential, please visit the Pennsylvania Certification Board website to view their career ladder. If you require continuing education for recertification, you may visit the PCB website for their recertification application.

How much does it cost to attend?

The training requestor determines cost. However, we understand the hardships that many face, and we do our best to keep our cost to the requestors to a minimum by using trainers local to each training site.

How do I find out about trainings near me?

- Visit the PRO•A website to view our training calendar at:
  http://pro-a.org/services/the-recovery-institute/.
- Call the PRO•A office and speak to our Program Coordinator at 717-545-8929 ext. 1.
- Contact us through our website at http://pro-a.org/contact/

How do I get my certificates once I complete the training?

Training certificates are issued by email. To ensure accurate certificates and your ability to receive them, please be sure to legibly print your name and email address when signing attendance sheets.

PRO•A

Pennsylvania Recovery
Organizations Alliance

900 South Arlington Avenue, Suite 254A
Harrisburg, PA 17109.1014
717.545.8929
717.545.9163 fax

www.pro-a.org