|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Domain 1 | ***Health:*** overcoming or managing one's disease(s) or symptoms—for example, abstaining from use of alcohol, illicit drugs, and non-prescribed medications if one has an addiction problem—and for everyone in recovery, making informed, healthy choices that support physical  and emotional well-being. | We do this well | This may need exploration and improvement | We’ve never really looked at this | This may be a problem area for us |
| A | Does the company health care insurance offer good, better, or best coverage to support recovery?  (see section four to explore this further) |  |  |  |  |
| B | Do our policies allow for the use of paid time off to  support initial and ongoing treatment? |  |  |  |  |
| C | Does our workplace culture reduce stigma,  making it easier to access treatment? |  |  |  |  |
| D | Does our workplace culture support health and wellness  through messaging, education, posters, intranet? |  |  |  |  |
| Domain 2 | ***Home:*** a stable and safe place to live; |  |  |  |  |
| A | Are supervisors and managers trained to observe and act if abuse or other signs of unstable, unsafe living  arrangements exist? |  |  |  |  |
| B | Does the company intranet, employee handbook, and/ or other resources such as posters offer information about local resources to support individuals in this and other  areas of possible concern or challenge? |  |  |  |  |
| Domain 3 | ***Purpose:*** meaningful daily activities, such as a job, school, volunteerism, family caretaking, or creative endeavors, and the independence, income and resources to  participate in society; |  |  |  |  |
| A | Does the company allow and encourage the hiring of  persons in recovery? |  |  |  |  |
| B | Do company policies regard substance misuse balance  both compassion and consequence in equal measure? |  |  |  |  |
| C | Are policies communicated during the hiring and  orientation process? |  |  |  |  |
| D | Are individuals in recovery promoted in accordance with  performance at the same rate as others? |  |  |  |  |
| Domain 4 | ***Community:*** relationships and social networks that  provide support, friendship, love, and hope |  |  |  |  |
| A | Does the workplace culture support employees and  performance in equal measure? |  |  |  |  |
| B | Are harassment policies enforced? |  |  |  |  |
| C | Do employees have opportunities to engage in positive non-work activities such as recreational activities,  supporting charitable organization, company outings |  |  |  |  |
| D | Do non-work-related activities sponsored by your  organization support abstinence? |  |  |  |  |

Recovery-Friendly Toolkit Worksheet

Take a moment and think about how your workplace supports the 4 major dimensions in recovery. Identify a few areas for growth.