

COMPREHENSIVE LESSON TOPICS, LESSON PLANS, AND LESSON CONTENT

DEVELOPED BY RHONDA MCKILLIP LLC

Curriculum: THE BASICS, Second Edition: A Curriculum for Co-Occurring Psychiatric and Substance Disorders 2020 Printing

Author: Rhonda McKillip, M.Ed., LMHC, MAC, CCDP III, CDP; Foreword: Kenneth Minkoff MD

Integrated Treatment Recovery & Approach, Topic 1

Overview of Psychiatric Disorders & The Link Between Mental Health and Substance Use Disorders

(pages: Subject 2-1 – 2-6):

Positive Beginning; Medical Disorders of The Brain; Location of People With Co-Occurring Disorders If Not in Treatment; Why People Do Not Receive Treatment: Mistaken Beliefs, Fears, Misperceptions; The Reality of Seeking Treatment; Myths and Facts About Psychiatric Disorders; “Emotional Issues” and Psychiatric Disorders; Overview of Psychiatric Disorders: (1) What is mental health? (2) What are mental health illnesses? (3) Can mental health illnesses be successfully treated?; Causes of Psychiatric Disorders; Categories of Psychiatric Disorders Axis I, II, III, IV, V; Episodes of Psychiatric Disorders; Symptoms of Psychiatric Disorders; “Personal Assessment – The Link Between Mental Health and Substance Use Disorders” Worksheet Handout & Exercise; “Today” Inspirational Handout; Positive Closure

Integrated Treatment Recovery & Approach, Topic 2

Biological-Psychological-Social-Cultural-Environmental-Spiritual Approach and Recovery (pages:

Subject 1-1 – 1-10):

Positive Beginning; Psychiatric, Substance, and Co-Occurring Disorders Defined; Medical Disorders of the Brain; The Brain – Body Connection; The Effects of Untreated Psychiatric Disorders on The Brain and Body; The Effects of Untreated Substance Disorders on The Brain and Body; The Effects of Untreated Co-Occurring Disorders on The Brain and Body; Causes of Psychiatric and Substance Disorders; The Approach; “Bio” or Biological Component; Biochemistry; Addictive Disorders and Biochemistry; Psychiatric Disorders and Biochemistry; Heredity; Genetics; “Psycho” or Psychological Component; “Socio” or Social-Cultural-Environmental Component; Spiritual Component; Weighing the Components of Risk; The Recovery; Biological, Psychological, Socio-Cultural-Environmental, and Spiritual Wellness; “Areas of Life Affected By Either Disease or Recovery” Exercise; “Change” Inspirational Handout; Positive Closure

Integrated Treatment Recovery & Approach, Topic 3

Acceptance, Patience, Attitude, and Gratitude (pages: Subject 6-1 – 6-8):

Positive Beginning; Acceptance is the First Problem and The First Solution; Acceptance of Disorders of The Brain Can Be Difficult; Acceptance Is a Process of Willingness; Acceptance of Life as It is; Acceptance Is an Ongoing Process; Accepting Others as They Are; Acceptance Takes Place in Many Areas – Eventually; Patience Takes Effort, Time, and Practice; Be Patient With Symptoms; Developing Patience Takes Time – Ugh!; Attitudes About Recovery Are Everything; Some Attitudes Can Get In The Way; Attitudes Change in Stages With Recovery Commitment; Changing Attitudes; Keeping an Open Mind Creates a Positive Attitude; Working on an “Attitude of Gratitude”; Attitude “Pity Party”; An “Attitude of Gratitude” Means Changing One’s Perspective; Things to Be Grateful For; “Gratitude Exercise”; Positive Closure

Integrated Treatment Recovery & Approach, Topic 4

Getting the Most Out of the Group Process: Benefits, Skills, Values, & Techniques (pages: Subject 1-42 -

1-46; 1-58 – 1-62):

Positive Beginning; Self-Disclosure Defined; Feedback Defined; Difficulty Trusting Self and Others; Developing Trust Through Self-Disclosure; Benefits of the Group Process; Review of Group Guidelines/Rules; Attendance; Time and Punctuality; Confidentiality; Attentive; Respect for Yourself, Group Members, and Staff; Physical Safety; Emotional Safety; Participation and Support; Supportive Environment; Developing Group Member Skills; Developing Group Member Values; Developing Group Member Techniques; Group Exercise & Discussion; “You May Be Strong” Inspirational Handout; Positive Closure

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Integrated Treatment Recovery & Approach, Topic 5

Focusing on the Similarities and *Not* the Differences & Cultural Diversity (pages: Subject 1-11 – 1-14; 1-23 - 1-28):

Positive Beginning; Focusing on Similarities and Not Differences; Similarities of Psychiatric and Substance Disorders; Prevalence of Co-Occurring Disorders; Ethnic, Cultural, and Personal Identity; Ethnic and Cultural Diversity; Cultural Diversity; Personal Identification With a Specific Group; Diversity of Individuals; Breaking Down Stereotypes and Not Judging Others; Identifying With a Recovery Group; “Identifying Cultural, Family, and Individual Viewpoints” Exercise; “Rules For Being Human” Inspirational Handout; Positive Closure

Integrated Treatment Recovery & Approach, Topic 6

The Process of Recovery and Treatment Works! (pages: Subject 6-8 – 6-14; 6-16 – 6-17):

Positive Beginning; The Short-Term Versus The Long-Term View; Looking Forward; Recovery Process; First Order Symptoms; Second Order Symptoms; Third Order Symptoms; Treatment Works; Crime: Choice #1, Choice #2; Importance of Dual Recovery Process; Making The Recovery Process Your Number One Priority; Addiction Part Versus Recover; The Gifts of Recovery; Foundations of Recovery: Abstinence, Self-Care, Support; First, Take Responsibility; Exercise: “What thoughts do you have when your “addiction” is talking to you? What thoughts do you have when “recovery” is talking to you?”; Identifying Your DARN-Cs: Desire, Ability, Reason, Need; “Darn Cs” Exercise; Readiness Ruler & Exercise; “Autobiography in Five Short” Chapters Inspirational Handout; Positive Closure

Symptom Identification & Symptom Management of Psychiatric Disorders, Topic 1

Depression & Major Depression Co-Occurring With Substance Disorders (pages: 2-9 – 2-11; Appendix III 1-1 – II-5):

Positive Beginning; Mood Disorders; Types of Mood Disorders; Major Depression; Clinical Depression Is Different From Sadness; Symptoms of Major Depression or Bipolar Disorder Depressive Episode (DSM-IV); The Basics About Major Depression; Causes of Depression; Common Themes of Depression; Common Automatic or Familiar Thoughts of Depression; Automatic Thoughts Can Push Depression Up or Down; “Identifying and Changing Depressed Thinking Patterns” Exercise; Positive Closure

Symptom Identification & Symptom Management of Psychiatric Disorders, Topic 2

Diagnosing Psychiatric Disorders and The Mood Disorder Dysthymia (pages: Subject 2-4 – 2-8; 2-11 – 2-14):

Positive Beginning; Overview of Psychiatric Disorders; Episodes of Psychiatric Illnesses; Symptoms of Psychiatric Disorders; Diagnosing a Psychiatric Disorder; The Same Diagnosis – Similarities and Differences Among Individuals; A Different Diagnosis – Similarities and Differences Among Individuals; Similar Challenges Among Individuals in Recovery; Hope for Recovery; Types of Psychiatric Disorders; Dysthymic Disorder; Symptoms of Dysthymia; Treatment for Major Depression and Dysthymic Disorder; Treatments for Depression Are Effective; “Changing Thinking Can Change Attitudes” Worksheet Handout; “Challenge Negative Thinking: Let the Light Shine In!” Worksheet Handout; Group Discussions; Positive Closure

Symptom Identification & Symptom Management of Psychiatric Disorders, Topic 3

Depression in Women, Men, and Seniors & Treatment for Major Depression and Dysthymia (pages: Appendix II-5 – II-9; Subject 2-12 – 2-14):

Positive Beginning; Clinical Depression Is Different From Sadness; The Basics About Depression and Women; Depression in Women; The Basics About Depression and Men; Depression in Men; The Basics About Depression and Seniors; Depression in Seniors; Treatment for Major Depression and Dysthymic Disorder; Treatments For Depression Are Effective; Group Discussions; “We Are in Charge of Our Attitudes...” Inspirational Handout; Positive Closure

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Symptom Identification & Symptom Management of Psychiatric Disorders, Topic 4

The Basics About Bipolar Disorder, Mania & Hypomania (pages: Appendix II-12 – II-13; Subject 2-14 – 2-19):

Positive Beginning; The Basics About Bipolar Disorder; Prevalence of Bipolar Disorder; Risk Factors; Causes of Bipolar Disorder; Types of Bipolar Disorder; Bipolar I Disorder; Bipolar II Disorder; Episodes of Bipolar Disorder; Depressive Episode Defined; Symptoms of Depressive Episode in Bipolar Disorder; Manic Episode Defined; Euphoric; Dysphoric; Symptoms of Manic Episode; Hypomanic Episode Defined; Symptoms of Hypomanic Episode; Cyclothymic Disorder Defined; Symptoms of Cyclothymic Disorder; Reluctance to Seek Treatment or Not Wanting Help; Treatment of Bipolar Disorder; Group Discussions; Positive Closure

Symptom Identification & Symptom Management of Psychiatric Disorders, Topic 5

The Basics About Anxiety Disorders & Types, Symptoms, and Treatment (pages: Subject 2-21 – 2-23):

Positive Beginning; Types of Anxiety Disorders; Similarities of Anxiety Disorders; Generalized Anxiety Disorder (GAD); Treatment of Generalized Anxiety Disorder; Panic Disorder and Panic Attacks; Panic Attacks; Symptoms of Panic Attacks; Treatment of Panic Disorder and Panic Attacks; Phobias; Symptoms of Specific Phobia; Social Phobia; Symptoms of Social Phobia; Agoraphobia; Symptoms of Agoraphobia; Treatment of Phobias; Acute Stress Disorder and Posttraumatic Stress Disorder (PTSD); Symptoms of Posttraumatic Stress Disorder; Treatment of Posttraumatic Stress Disorder; Obsessive-Compulsive Disorder (OCD); The Differences Between Common Concerns and OCD; Obsessions and Compulsions Defined; Symptoms of Obsessive-Compulsive Disorder; Treatment of Obsessive-Compulsive Disorder; Anxiety Disorder Due to a Generalized Medical Condition; Treatment of Anxiety Disorders; Positive Closure

Symptom Identification & Symptom Management of Psychiatric Disorders, Topic 6

Anxiety & Anxiety Disorders Co-Occurring With Substance Disorders (pages: Appendix II-20 – II-23; 2-21 – 2-24):

Positive Beginning; The Basics About Anxiety Disorders; Risk Factors; Causes of Anxiety Disorders; Feeling Anxious Versus an Anxiety Disorder; When Anxiety Becomes Excessive; Anxiety Disorders Aren't Just a Case of "Nerves"; The Frequency of Anxiety Disorders; Types of Anxiety Disorders; Similarities Among Anxiety Disorders; Generalized Anxiety Disorder (GAD); Symptoms of Generalized Anxiety Disorder; Treatment of Generalized Anxiety Disorder; Exercise One – Anxiety Themes; Exercise Two – Pushing Anxiety Up or Down with Automatic Thoughts; Positive Closure

Symptom Identification & Symptom Management of Psychiatric Disorders, Topic 7

The Basics About Thought Disorders and Schizophrenia (pages: Appendix II-37 – II-45; Subject 2-34 – 2-40):

Positive Beginning; The Basics About Schizophrenia; Prevalence, Men & Women, Causes, Brain Chemistry, Symptom Severity, and Co-Occurring Disorders; Differentiating Between Illusions, Delusions, and Hallucinations; Not "Thinking Straight" Versus a Thought Disorder; Schizophrenia; Violence and Schizophrenia; Symptoms of Schizophrenia; Cognitive/Thinking & Positive Symptoms; Cognitive/Thinking & Negative Symptoms; Behavioral Symptoms & Functional Impairment; Stages of Schizophrenia; Treatment for Schizophrenia; Group Discussions; Positive Closure

Symptom Identification & Symptom Management of Psychiatric Disorders, Topic 8

Medications: Planned Effects, Coping With Side Effects, Differences Between Meds & Drugs, and Docs & Dealers (pages: Subject 4-50 – 4-60):

Positive Beginning; The Planned Effects of Medication; Stabilize Psychiatric Symptoms; Eliminate Symptoms; Reduce or Suppress Symptoms; Reduce the Length of Time Symptoms Last; Reduce Severity of Symptoms; Make Symptoms Manageable; How Medications Work; Classes of Medications; Anti-Anxiety; Anti-Depression; Anti-Manic; Anti-Psychotic; Anti-Addiction; Medications and Psychology Combined; Avoiding Addictive Medications; The Difference Between Psychiatric and Medications and "Drugs"; Frequent Concerns or Questions; Coping With Side-Effects; Mixing Medications With Alcohol and Other Drugs; Reluctance About Taking Medication; Distrust of Psychiatrists; Wanting to Be Like Others; The Difference Between Doc's and Dealers; Group Discussions; Positive Closure

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Symptom Identification & Symptom Management of Psychiatric Disorders, Topic 9

Safe Medication Practices & The “Twelve Step Program and Medications” (pages: Subject 4-59 – 4-66; 4-68 – 69):

Positive Beginning; Wanting to Be Like Others; The Difference Between Doc’s and Dealers; How to Take Medications -Taking medications properly...; Remembering to Take Medication By Developing a Plan; Safe Medication Practices; Basics About Storing Medications; What to Tell or Ask Your Doctor; Be Patient – It Takes Time For Medications to Work; Be Realistic With Expectations; Don’t Give Up; Twelve Step Programs and Medications; Treatment and Recovery; Hope for Recovery; The Gift of Time; “Which Place?” Inspirational Handout; Positive Closure

Symptom Identification & Symptom Management of Psychiatric Disorders, Topic 10

Personality Temperament, Traits, Problems, and Disorders (pages: Subject 2-40 – 2-56):

Positive Beginning; Temperament; Personality Patterns and Traits; Character Defined; Appreciating Differences Among People Begins With Self-Knowledge; Personality Problems and Character Defects; Personality Problems Versus Personality Disorders; Personality Disorders Defined; Diagnosing a Personality Disorder; Personality Disorders and Culture; Personality Disorders Clusters A, B, and C; Types of Personality Disorders (PD); Severity of Symptoms; Cluster B Personality Disorders; Symptoms of Cluster B Personality Disorders; Antisocial Personality Disorder & Symptoms; Borderline Personality Disorder Symptoms; Histrionic Personality Disorder & Symptoms; Narcissistic Personality Disorder & Symptoms; World View of Cluster B Personality Disorders; Symptoms Can Lead to Reluctance in Seeking Treatment; Defenses Protect People From The Unbearable; Motivations to Change Vary From Person to Person; Myths and Facts About Personality Disorders; Treatment Works!; Treatment of Personality Disorders; Group Discussions; “Today” Inspirational handout; Positive Closure

Symptom Identification & Symptom Management of Psychiatric Disorders, Topic 11

Eating Disorders: Anorexia Nervosa, Bulimia Nervosa & Binge-Eating (pages: Appendix II-58 – II-62; Subject 2-56 – 2-62):

Positive Beginning; The Basics About Eating Disorders; Myth and Fact of Body Image in Our Society; Typical Weight Concerns Versus an Eating Disorder; The Development of an Eating Disorder; Reluctance to Seek Treatment; The Continuum of Eating Disorders; Symptoms of Anorexia Nervosa; Symptoms of Bulimia Nervosa; Symptoms of Binge-Eating; The Importance of Treatment; Treatment of Eating Disorders; Positive Closure

Symptoms Identification & Symptom Management of Substance Use Disorders, Topic 1

Diagnosing Substance Dependence & Why People Use Alcohol and Other Drugs (pages: 3-2; 3-12 – 3-14; Appendix III 8-10; III 12-14; Subject 3-5):

Positive Beginning; Alcohol Abuse and Modern Society; The Difference Between Substance Abuse and Substance Dependence; Treatment for Substance Abuse Disorder; What Substance Dependence Is Not; Definition of Substance Dependence, Disease, and Addiction; Diagnosing a Substance Dependence Disorder; What Substance Dependence Is – A Treatable Disease; Impairment Begins With The First Drink; Another Way of Viewing Impairment: Five Levels of Drinking J; Portrait of a Non-Alcoholic Drinker; DSM-IV Diagnostic Criteria for Substance Dependence; “Identifying Individual “Reasons” for Using Alcohol and Other Drugs” Exercise; Positive Closure

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Symptoms Identification & Symptom Management of Substance Use Disorders, Topic 2

The Differences Between Substance Use, Abuse, and Dependence (pages: Subject 3-1 – 3-8; 3-10 – 3-14):

Positive Beginning; Substance Abuse and Society; A Brief History of Mind-Altering Substances; Alcohol Abuse and Modern Society; Drug Abuse and Modern Society; National Obsession With Consequences Instead of Treatment; Psychoactive Substances and “Psychoactive” Defined; Categories of Psychoactive Substances of Abuse; The Myth of Using Substances to Self-Medicare; How People Use Substances; How a Drug Is Used Depends on The Drug and The Person; Polysubstance or Polydrug Abuse; “Uppers” Plus “Downers” Can Equal Big Problems; Mixing Drugs Creates a Human Test Tube; Substance Use; Characteristics of Substance Use; The Three Categories of Substance Use; Identifying Substance Use; Illegal Drugs and The Term “Substance Abuse”; Substance Abuse and the Definition of Substance Abuse; Characteristics of Substance Abuse Disorder; The Difference Between Substance Abuse and Substance Dependence; Treatment For a Substance Abuse Disorder; Substance Dependence; What Substance Dependence Is Not; Definition of Substance Dependence; Definition of Disease; Definition of Addiction; Diagnosing a Substance Dependence Disorder; What Substance Dependence Is – A Treatable Disease; “Positively Negative” Handout; Positive Closure

Symptoms Identification & Symptom Management of Substance Use Disorders, Topic 3

Identifying the Specific Characteristics of Substance Dependence, Part I (pages: Appendix III-20 – III-32):

Positive Beginning; No Fault Illnesses; Disease Concept; Primary Disease; Biologically-Based Brain Disorder; Chronic Disease; Incurable Disease; Potential For Relapse; Progressive Disease; Predictable Course; Stages of Substance Dependence; Eventually Fatal Disease; Family Disease; Crossing The Line; Physical Dependence or Cellular Adaptation; Development of Tolerance; Personal Identification of Characteristics Exercise & Group Discussions; Positive Closure

Symptoms Identification & Symptom Management of Substance Use Disorders, Topic 4

Identifying the Specific Characteristics of Substance Dependence, Part II (pages: Appendix III-33 – III-44):

Positive Beginning; Physical Withdrawal; Development of Denial; Preoccupation with Alcohol & Drugs, Protecting Supply & Giving Up Activities; Compulsion to Use; Impaired Control; Continued Use In Spite of Adverse Consequences; A Drug Is a Drug; Cross Tolerance; Reverse Tolerance; Making & Breaking Rules; Lifestyle or Way of Life; Filling the Void; Love Affair; Powerless & Unmanageable; “Personal Identification of Characteristics” Exercise & Group Discussions; Positive Closure

Symptoms Identification & Symptom Management of Substance Use Disorders, Topic 5

Activity Addictions Of Gambling, Sex, Love, Food, Spending, or Religious Addiction (pages: Subject 3-35 – 3-38; Appendix III-58 – III-65):

Positive Beginning; Gambling, Sex, Love, Food, Spending, or Religious Addiction; Gambling Addiction; Sex Addiction; Love or Relationship Addiction; Food Addiction; Spending Addiction; Religious Addiction; Similarities and Differences of Substance Dependence and Activity Addictions; The Basics About Gambling Addiction; Treatment of Gambling Addiction; Stress Management; Improved Communication Skills; Self-Awareness and Assertiveness Training Skills; Autobiography; Learn to Fight Fair; Financial Recovery; Group Discussions; Positive Closure

Symptoms Identification & Symptom Management of Substance Use Disorders, Topic 6

Acute Withdrawal Symptoms of Alcohol and Other Drugs (pages: Appendix IB-1 -IB-10):

Positive Beginning; The Brain During the Withdrawal Process; Acute Withdrawal Process Is The Opposite of The Drug Effects; Co-Occurring Disorders and Withdrawal; Severity of Withdrawal Symptoms Vary; Experiencing Withdrawal More Than Once; Withdrawal Can Be Serious, But It Is Manageable; Medical Support With Detox; Benefits of Recovery Versus Discomfort of Withdrawal; Tips to Help With Withdrawal; Recovery Heals; Treatment For Withdrawal; It’s Always Important to Know What to Expect; Alcohol Withdrawal; Acute Withdrawal Process From Alcohol; Phases of Alcohol Withdrawal; Acute Systems of Alcohol Withdrawal: Phase I, Phase II, Phase III; “Tips to Help With Withdrawal” Exercise; Positive Closure

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Symptoms Identification & Symptom Management of Substance Use Disorders, Topic 7

Cravings: Defining, Identifying, and Managing Urges to Use Alcohol & Other Drugs (pages: Subject 6-26 – 6-31):

Positive Beginning; Cravings Defined; Brain Chemistry and Cravings or Urges; Location of Cravings in the Brain; Intensity, Frequency, and Duration of Cravings; Making Cravings Better or Worse; Take Responsibility But Not The Blame; Cues or Triggers; External Cues; Internal Cravings; Managing Cravings; Managing Mild Cravings; Managing Intense Cravings; Think It Through; Avoid Triggers of People, Places, and Things; Slippery People, Places, Things, and Situations; Getting Busy and Do Something – Anything – Except Use; “Georges Recovery Story”; Group Discussions; Positive Closure

Symptoms Identification & Symptom Management of Substance Use Disorders, Topic 8

Discovering The Brain Chemistry of Cravings, Managing Cravings, & Developing Refusal Skills (pages: Subject 4-31 – 4-35):

Positive Beginning; Cravings to Use Alcohol and Drugs; Denying a Craving Is a Mistake; Cravings Are the Result of Brain Chemistry; Conditioned Response Leads To a Craving; Pavlov’s Dog’s Response; Physical Response To a Craving or Urge to Use; Taking Responsibility For The Response to the Craving; Managing Cravings Is a Healthy Choice; Getting Rid of a Craving to Use Alcohol and Drugs; Managing Cravings With The Three Ds; “Distracting” Takes The Power Out of a Craving; Refusal Skills; Urges To Use and The Intensity of Cravings Lesson Over Time; Group Discussions; Positive Closure

Symptoms Identification & Symptom Management of Substance Use Disorders, Topic 9

Developing Skills to Refuse Alcohol and Other Drugs & Controlling Cravings Before They Control You (pages: Subject 6-32 – 6-33):

Positive Beginning; Refusing Alcohol and Other Drugs; Refusing Drugs Offered By Persistent Dealers; Don’ts With Drug Dealers; Do’s With Drug Dealers; Role-Playing Is Helpful; Remember Your Plan; “Refusal” Exercise; “Controlling Cravings to Use Alcohol and Other Drugs Before They Control You” Worksheet Handout & Exercise; “I’ve Learned” Inspirational Handout; Positive Closure

Neurochemistry of Substance Dependence, Topic 1

Addiction Is a Brain Disorder & Disruption of the Neurotransmission (pages: Subject 3-28 – 3-34; 3-38 – 3-41):

Positive Beginning; Addiction Is a Brain Disorder; Addiction Produces an Altered State of Compulsive Behavior; Addiction Is Found in Brain Chemistry; Basics of Brain Anatomy; Similarities Among Anxiety Disorders; The Basics of How The Brain Works; Process of Neurotransmission; Standard Neurotransmission Activity Involved in the Addictive Process; Identification of The Reinforcement or Reward Pathway; The Mesolimbic System and the Medical Forebrain Bundle; The Effects of Addictions on The Reward Pathway; Psychiatric Medications Are Not The Same as Drugs of Abuse; “Stop” and “Go” Chemistry Determines Drug of Choice; Laboratory Animals Lead The Way in Research; How Specific Drugs Affect The Brain; Balance and Down Regulation of Natural Brain Chemicals; Result of Reduced Neurotransmitters and Receptor Sites; Drugs Disrupt Neurotransmitter Activity; Reaching Desired Results Becomes More Difficult; Using to Feel “Normal” Discussion; Positive Closure

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Neurochemistry of Substance Dependence, Topic 2

Addiction Vulnerability Is Primarily Inherited – Exactly *What* Is Inherited? (pages: Subject 3-41 – 3-45;

Appendix III-67 – III-84):

Positive Beginning; Inherited Pre-Using Differences in Brain Chemistry: Neuropsychological Functioning Difficulties, Irregular Brain Electrical Activity, Difficulties Telling the Difference Between Important and Unimportant Stimuli, Elevated Levels of Anxiety and Tension to Non-Stressful & Stressful Stimuli and Situations, Neurochemistry Imbalances; Inherited Differences in the Response to Alcohol and Other Drugs During Use: Cognitive Difficulties, Difficulties Telling the Difference Between Important and Unimportant Stimuli, Exceptionally Rewarding Response to Alcohol and Other Drugs, Increased Sensitivity to the Pleasure Producing Effects of Substances, Less Initial Response to the Intoxicating Effects of Alcohol, Greater Reduction of Stress Reaction With Use, Significant Increases in Endorphin Levels With Use, Neuroadaptation to Substances, Reduced Activity of the Enzyme Monoamine Oxidase (MAO), Blocked Reuptake Process in the Brain, Brain Develops Tolerance in an Attempt to Balance Itself, Lower Levels of Cortisol Activity, Reward Pathway in the Brain Begins to Seek Pleasure ; Post-Using Differences in Brain Chemistry: Down-Regulation, EEG, Withdrawal, Post Abstinence Symptoms; Alcohol and Other Drugs Eventually Damage The Brain; Brain Damage Is Usually Reversible With Abstinence; Two Different Brain Chemistries – Two Different Outcomes; “Yesterday” Inspirational Handout; Positive Closure

Neurochemistry of Substance Dependence, Topic 3

Identifying Personal Genetic Vulnerability and Risk of Substance Dependence (pages: Subject 3- 15 – 3-17; Appendix III-14 – III-19):

Positive Beginning; Nature Versus Nurture; Causes of Substance Dependence; Bio-Psycho-Social-Environmental-Cultural-Spiritual Causes; Genetic Factors; Twin Studies; Adoption Studies; Results of Adoption and Twin Studies; Importance of Studying The Family Tree; Prevalence of Substance Disorders; Risk Among Men & Women; Risk Factors for Developing Substance Dependence; Causes: Inherited Genetics, Environmental, Individual Traits, Cultural; Applying Information About Inherited Genetics; “Family Tree” Exercise; Positive Closure

Neurochemistry of Substance Dependence, Topic 4

Alcoholism & Addiction: Genetics, Brain Chemistry (*Working & Not Working*), and Brain Healing (pages: Subject 3-16 – 3-17; 3-30 – 3-32; 3-39; 3-41 – 3-42; 3-75):

Positive Beginning; Adoption Studies; Results of Adoption and Twin Studies; Overview of Brain Functions; The Basics of How The Brain Works; Standard (Working) Neurotransmission Activity Involved in the Addictive Process; Results of Disruption (Not Working) in Neurotransmission; If Addiction Is Inherited – Exactly What is Inherited?; Inherited Pre-Using Differences in Brain Chemistry; Inherited Using Differences in Brain Chemistry; Inherited Post-Using Differences in Brain Chemistry; Positive Closure

Moving Toward Change , Topic 1

Reducing Harmful Use & Developing a Harm Reduction Plan (pages: Subject 3-65 – 3-66; Appendix III-93 – III-98):

Positive Beginning; Continuum of Use; Concerns About Harm Reduction and Abstinence; Importance of Engaging People With Harm Reduction; Community Outreach; Taking Steps to Reduce Harmful Consequences; Identifying Areas of Risk; Harm Reduction Model; Harm Reduction Methods; Developing a Harm Reduction Plan; Tips to Cutting Down on Alcohol and Other Drug Use; Slips Are Learning Opportunities; Reviewing Success; Evaluating Harm Reduction on a Case By Case Basis; Evaluating Success; Cutting Back Leads to a Sense of Accomplishment; “Autobiography in Five Short Chapters” Handout; Positive Closure

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Moving Toward Change, Topic 2

The Definitions and Purposes of Denial & Defenses (pages: Subject 3-59 – 3-60; Appendix III-89 –III-90):

Positive Beginning; De-Fenses Are “Fences” Used to Keep People “In” or Others “Out”; Automatic Psychological Protective Processes; Inborn Protective Defense System; Denial Protects Fragile Self-Image; Common to All Life-Threatening Illnesses; Defenses Can Be Reactions of the Nervous System; Defenses Are Protection Against the “Enemy”; Easy to Identify in Others and Difficult to See in Oneself; Person Loses Contact With Reality; Denial Is Not Lying; Prevents or Gets in the Way of Taking Action; Impairs Judgment & Distorts Thinking; Denial Is Progressive; Denial Comes in Many Forms; Group Discussions; “Positively Negative” Inspirational Handout; Positive Closure

Moving Toward Change, Topic 3

De-Nial Is Not a River in Egypt & The Many Faces of Denial (pages: Subject 3-59 – 3-60; Appendix III-91 – III-92):

Positive Beginning; De-Fenses Are “Fences” Used to Keep People “In” or Others “Out”; Denial or Defenses Come in Many Forms; Denial Causes Failure to See Reality; Effects of Not Working Through Denial; Working Through Denial and Defenses; Recognizing The Many “Faces” of Denial: (1) The Simple Denial; (2) Minimizing; (3) Blaming; (4) Projection; (5) Rationalizing; (6) Intellectualizing; (7) Compliance; (8) Personalizing; (9) Diversion; (10) Hostility; (11) Euphoric Recall;(12) Substitution; Other Forms of Defenses; “Recognizing the Many “Faces” of Denial” Exercise & Group Discussion; “Yesterday” Inspirational Handout; Positive Closure

Moving Toward Change, Topic 4

Denial & Defenses, and Personal Awareness Through The *Discovery Worksheet* (pages: Subject 3-59 – 3-62; Appendix III-89 – III-92):

Positive Beginning; Denial Is Part of the Illness; The Basics of Denial – A Protection From a Painful Reality; De-Fenses Are “Fences” Used to Keep People “In” or Others “Out”; Denial or Defenses Come in Many Forms; Denial Causes Failure to See Reality; Effects of Not Working Through Denial; Working Through Denial and Defenses; Positive Closure

Moving Toward Change, Topic 5

Stages of Change, Motivation, Choices, & Working Through Ambivalence (pages: Subject 1-28 – 1-37):

Positive Beginning; How People Change Behaviors; Stages of Change; The Spiraling Pattern of Change; Different Stages of Change at The Same Time; Discomfort and Mistakes Can Lead to Change; Depression and Anxiety Can Help Lead to Change; Barriers to Change; Old Attitudes and Beliefs; Difficulty in Relating to Later Stage Symptoms; The “Yeah Buts”; The “Yets”; The “I’m Really, Really Going to Try... Really” Syndrome; Putting Off Making a Decision For Change; Not Putting the “Action” Into Change; Discounting or Finding a “Reason” To Leave Treatment; Trying to Do It “Perfectly”; Change Takes Practice and Occurs From The Inside-Out; Motivation and Working Through Ambivalence; Personal Motives; Choices; “Weighing The “I Want To” With The “I Don’t Want To”” Exercise; Positive Closure

Moving Toward Change, Topic 6

Recognizing Ambivalence & Weighing the Pros and Cons of Change (pages: Subject 3-62 – 3-65):

Positive Beginning; Identifying Problems By Weighing the Pros and Cons; Benefits and Costs of Using and Not Using; Weighing the Pros and Cons of Using Alcohol and Other Drugs “The Balance Scale” Worksheet and Exercise; Analyzing the Benefits of Using and Costs of Not Using; “Recovery is Letting Go” Inspirational Handout; “Yesterday” Inspirational Handout; Positive Closure

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Moving Toward Change, Topic 7

Moving Toward Abstinence & Making The Decision to Change (pages: Subject 3-67 – 3-74; Appendix III-101 – III-102):

Positive Beginning; Moving Toward Abstinence; Choosing to Make The Decision to Change; Putting Off The Decision; Making The Decision; Management of Psychiatric Disorders By Reducing Substance Abuse; Treatment Does Work!; First – Become Willing To Learn; Treatment Is About Learning; Not Picking Up the First Drink or First Drug; Learning to Say “No” – Learn, Talk, Think, Practice, Say It; Planning for Specific Situations; Second – Become Open-Minded to Suggestions; Third – Have a Plan for Different Situations, Before They Happen; Fourth – Get Support From Group; Areas of Recovery; Group Closure; Benefits of Treatment; Group Discussions; Positive Closure

Moving Toward Change, Topic 8

Staying Abstinent No Matter What & Tools for Abstinence (pages: Subject 6-15 – 6-16; 6-17 – 6-25):

Positive Beginning; Total Abstinence Is Recommended; Importance of Abstinence in Dual Recovery; Total Commitment to Recovery; Getting Your Ducks in a Row – Taking Action; Daily Plan For Recovery – Go to Bed Abstinent; Tools for Abstinence; Converting Strengths in Addition to Strengths in Recovery; Self-Defeating Thoughts & Challenge Old Thinking and Create New Thoughts; Develop Survival Image and Mentality; Help Yourself; Start and End Your Day With Recovery; Openly Acknowledge Your Addiction to Others (People that are crucial to your recovery); Remember the Old Days Realistically – Not Euphorically; Don’t Test Control – Stay Away From Using People and Slippery Places; Quit for Others, Stay Quit for Yourself; Learn From Your Mistakes; Limit Your Access to Cash; “Strength Identification” Exercise; Positive Closure

Progression of Untreated Disorders, Topic 1

Co-Occurring Disorders and Progressive Stages of The Addictive Process (pages: Subject 3-45 – 3-54; 3-55 – 3-56):

Positive Beginning; Frequency of Co-Occurring Disorders; Substances Can Trigger The Onset of a Psychiatric Disorder; Effects of Co-Occurring Disorders on the Brain; Psychiatric Disorders and Alcohol & Drugs Do Not Mix; Specific Drugs and Mental Health; Five Stages of Drug Effects Among The Dually Diagnosed; Progressive Stages of the Addictive Process; Vernon Johnson Model; Learns The Desired Mood Swing Stage; Seeks The Mood Swing Stage; Harmful Use Stage; Acute Stage, Pain Relief; Chronic Stage, Use to Live; Terminal Stage, Escape Life; Stage “Identification” Exercise; Identifying Problems Related to Substances; Problems Can Be Hard to Identify; The Picture Is Not Accurate; An Accurate Picture Makes the Difference; Severity of Problems Increase; “But It’s Not That Bad – Really!”; “Just How Bad Does It Have to Get?” ...Warning Signs of Problems; Group Discussions; “The Fifteen Questions J & The Fifteen Solutions” Inspirational Reading; Positive Closure

Progression of Untreated Disorders, Topic 2

Effects of Alcohol, Stimulants, and Cannabis Sativa & Other Drugs on Mental Health (pages: Appendix IA-1 – IA-2; IA-6 – IA-8; IA-11 – IA-14):

Positive Beginning; Effects of Alcohol on Mental Health: Brain & Thinking, Personality & Mood, Behavior; Effects of Amphetamine, Methamphetamine, Cocaine, or Crack Cocaine on Mental Health: Brain & Thinking, Personality & Mood, Behavior; Effects of Cannabis Sativa (Marijuana, Hashish, or Hash Oil) on Mental Health: Brain & Thinking, Personality & Mood, Behavior; “Personal Identification of Effects” Exercises & Group Discussions; The Brain Can Heal With Your Help – and With Time; “Change” Inspirational Handout; Positive Closure

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Progression of Untreated Disorders, Topic 3

Effects of Alcohol, Stimulants, and Cannabis Sativa & Other Drugs on Physical Health (pages: Appendix

IVA-1 – IVA-2; IVA-8 – IVA-12; IVA-21 – IVA-22):

Positive Beginning; Alcohol – Drug Classification: Depressant; Alcohol and Drug Combinations Equal High Risk; Alcohol and Prescription or Other-the-Counter Medications; Combinations That Increase Drug Potency; “Physical Complications of Alcohol Abuse or Dependence” Handout; Effects of Amphetamine, Methamphetamine, Cocaine, or Crack Cocaine on Physical Health; Risk From Injection Stimulants (Shared Needle Syndrome); Over-Amping (Too High a Dose); Acute Cocaine Poisoning and Overdose; Effects of Cannabis Sativa (Marijuana, Hashish, or Hash Oil); “Personal Identification of Effects” Exercise & Group Discussions; “Which Place” Inspirational Handout; Positive Closure

Progression of Untreated Disorders, Topic 4

Effects of Nicotine/Smoking on Mental & Physical Health, Pregnancy & Infants, and Withdrawal &

Quitting Smoking (pages: Appendix IA-9; IB-17 – IB-19; IVA-13 – IVA-18; IVB-16; Subject 8-72 – 8-73):

Positive Beginning; Nicotine/Smoking: Effects on Mental Health; Drug Classification: Stimulant; Drug Action: Stimulates Central Nervous System; Nicotine/Smoking: Withdrawal; Acute Symptoms of Nicotine Withdrawal; Tobacco-Related Deaths; Health Risks Associated With Secondhand Smoke; Nicotine/Smoking Effects of Alcohol and Drugs on Fertility, Pregnancy, Delivery, and Prenatal Effects on Infants Through Their Adulthood; Quitting Smoking; Positive Closure

Progression of Untreated Disorders, Topic 5

Alcohol: Effects on Mental Health, Physical Health, FAS & FAE and Physical Health Personal Risk

Assessment (pages: Appendix IA-1– IA-2; Appendix IVB-1; IVB-4; IVB-8; IVB-10):

Positive Beginning; Effects of Alcohol on Mental Health; Physical Complications of Alcohol Abuse or Dependence; Fetal Alcohol Syndrome (AS) and Fetal Alcohol Effect (FAE) Are Sensitive Topics; Recovery and Hope; The Path to FAS or VAE Varies; Self-Forgiveness Is Key to Health Parent and Child; “Physical Health Personal Risk Assessment” Worksheet Handout; Positive Closure

Progression of Untreated Disorders, Topic 6

FAS (Fetal Alcohol Syndrome) & FAE (Fetal Alcohol Effect) Symptoms, Treatment, and Self-

Forgiveness (pages: Appendix IVB-1– IVB-12):

Positive Beginning; Fetal Alcohol Syndrome (FAS) and Fetal Alcohol Effect (FAE) Are Sensitive Topics; Education Results in Better Choices; Diagnosing FAS or FAE; Criteria of Diagnosis; Myths and Facts About FAS; Recovery and Hope; Learning About FAS and FAE Is Important; Prevention Always Includes Planning Pregnancies; Treatment of Children With FAE or FAS; Educational Placement For FAS/FAE Children; Cultural Support For Families, Parents, and Foster Parents; The Path To FAS or FAE Varies; Effects of Alcohol on Infants Through Their Adulthood; Self-Forgiveness Is Key To Healing Parent and Child; Positive Closure

Progression of Untreated Disorders, Topic 7

Identifying Areas of Problems or Consequences Related to Substance Abuse and Dependence (pages:

Appendix III-87 – III-88):

Positive Beginning; Areas of Problems or Consequences Related to Chemical Dependency; Medical Problems or Consequences; Psychological or Emotional Problems or Consequences; Cognitive or Thinking Problems or Consequences; Relationship Problems or Consequences; Family Problems or Consequences; Behavioral Problems or Consequences; Social Problems or Consequences; Worsening of Co-Occurring Psychiatric Symptoms or Consequences; Sexual Problems or Consequences; Work or Employment Problems or Consequences; Financial Problems or Consequences; Legal Problems or Consequences; Housing Problems or Consequences; Spiritual Problems or Consequences; Positive Closure

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Progression of Untreated Disorders, Topic 8

Personal Assessment of the Consequences and Problems of Substance Abuse and Dependence (pages:

Subject 3-57 – 3-59):

Positive Beginning; Vicious Cycle of Substance Abuse and Psychiatric Problems; Problems Associated With Substance Abuse Among Dually Diagnosed; Severity of Problems Increase With Continued Abuse; The Connection Between Abuse and Hospitalizations; Expecting a Different Outcome From The Same Set of Circumstances; “Personal Assessment of the Consequences and Problems of Substance Abuse and Dependence” Worksheet Handout & Exercise; Positive Closure

Physical Recovery & Health, Topic 1

The Immune System, Stress, STDs, and Reducing Risk (pages: Subject 4-8 – 4-15; 4-36 – 4-39):

Positive Beginning; The Immune System, Stress, and Physical Health; Components of the Immune System; The Immune System in Action; The Unhealthy Immune System; The Effects of Chronic Stress on Physical Health; Physical Signs and Illnesses Associated With Stress; A Weakened Immune System and Illness; Sexually Transmitted Diseases (STDs); Transmission of a Sexually Transmitted Disease; Types of Sexually Transmitted Diseases; The Risks of Not Seeking Treatment; The Benefits of Seeking Treatment for STDs; Checking Out Concerns Is Worth It!; Human Immunodeficiency Virus (HIV) Defined; Acquired Immune Deficiency Syndrome (AIDS) Defined; Transmission of The HIV/AIDS Virus; The Benefits of Seeking Treatment For HIV/AIDS; Testing and Treatment For HIV/AIDS; Alcohol and Other Drugs Affect Behavior; High Risk Behaviors Associated with Substance Disorders; Reducing The Risky Behaviors of Substance Disorders; Develop a Plan For Protection – When Sober; Reducing Risks – Safe Sex Practices and Resisting Pressure; Safe Sexual Activity; Using a Condom; Reducing Risk With Sexual Partners; Resisting Pressure From Others; Ways To Resist Pressure For Sex; Group Discussions; “Looking For Some Serenity? Try Putting The Serenity Prayer Into Your Day” Inspirational Handout; Positive Closure

Physical Recovery & Health, Topic 2

Contributors to an Unhealthy Immune System and Strengthening the Immune System (pages: Subject 4-23 – 4-31):

Positive Beginning; Unmanaged Stress and The Immune System; Substance Abuse and The Immune System; Depression, Anxiety, Isolation, and The Immune System; Externalized Anger Affects Physical Health; A Little Story About How Externalizing Anger Can Eventually Lead To a Coronary; Harmful Hostility; Suppressed Anger Also Affects Physical Health; Anger Management; Strengthening the Immune System; The Trio of Nutrition, Exercise, and Relaxation; Eat Nutritious Food; Exercise Regularly; Practice Relaxation Techniques; Substance Disorders, The Immune System, Stress, and Physical Health; Effects of Substance Disorders on Physical Health; Three Progressive Stages of Physical Health; Medical Problems Come In Various Forms; Effects of Alcohol and Drugs on Women; Effects of Alcohol and Drugs on Seniors; Group Discussions; Positive Closure

Physical Recovery & Health, Topic 3

Hepatitis and Tuberculosis: Definitions, Transmission, Symptoms, Prevention, and Treatment (pages:

Subject 4-15 – 4-22):

Positive Beginning; Hepatitis; Symptoms of Hepatitis; Hepatitis A Virus; Transmission of Hepatitis A Virus; Prevention and Treatment of The Hepatitis A Virus; Good Hand Washing Techniques; Hepatitis B Virus; Transmission of Hepatitis B Virus; Prevention and Treatment of The Hepatitis B Virus; Hepatitis C Virus; Transmission of Hepatitis C Virus; Treatment of Hepatitis C; Testing for Hepatitis A, B, & C Virus; Hepatitis Can Be Prevented; The Importance of Seeking Treatment For Hepatitis A, B, or C; Tuberculosis Infection; The Spreading of Tuberculosis Infection; Tuberculosis Disease; How Tuberculosis Develops Into a Disease; Cases of Tuberculosis Are on The Rise; The Benefits of Treatment and Testing for Tuberculosis; Treatment for Tuberculosis Disease; Group Discussions; Positive Closure

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Physical Recovery & Health, Topic 4

STDs, HIV/AIDS, Hepatitis A, and B, and C, & Reducing Risk (pages: Subject 4-11 – 4-19; 4-36 – 4-39):

Positive Beginning; Types of Sexually Transmitted Diseases; The Risks of Not Seeking Treatment; The Benefits of Seeking Treatment For STDs; Checking Out Concerns Is Worth It; Human Immunodeficiency Virus (HIV) Defined; Acquired Immunodeficiency Syndrome (AIDS) Defined; Transmission of the HIV/AIDS Virus; The Benefits of Seeking Treatment For HIV/AIDS; Testing and Treatment For HIV/AIDS; Hepatitis; Symptoms of Hepatitis; Hepatitis A Virus; Transmission of Hepatitis A Virus; Prevention and Treatment of The Hepatitis A Virus; Good Hand Washing Techniques; Hepatitis B Virus; Transmission of Hepatitis B Virus; Prevention and Treatment of The Hepatitis B Virus; Hepatitis C Virus; Transmission of Hepatitis C Virus; Prevention and Treatment of The Hepatitis C Virus; Testing for Hepatitis A, B, and C Virus; Hepatitis Can Be Prevented; Alcohol and Other Drugs Affect Behavior; High Risk Behaviors Associated With Substance Disorders; Reducing The Risky Behaviors of Substance Disorders; Develop a Plan For Protection – When Sober; Reducing Risks – Safe Sex Practices and Resisting Pressure; Safe Sexual Activity; Using a Condom; Reducing Risks With Sexual Partners; Resisting Pressure From Others; Ways To Resist Pressure For Sex; Positive Closure

Physical Recovery & Health, Topic 5

Depression, Anxiety, & Isolation and The Immune System, Stress, & Physical Health (pages: Subject 4-41 – 4-49):

Positive Beginning; The Connection Between Untreated Psychiatric or Substance Disorders and Depression & Stress; Untreated Psychiatric or Substance Disorders Produce Chronic Unmanaged Stress; Stress Produces Depressive Symptoms; Psychosomatic Illnesses; The Link Between Depression and Stress; Effects of Depression on the Immune System and Physical Health; Physical Symptoms of Depression; Treatment of Depression Includes Stress Management; Sleep; Energy Levels; Appetite; The Connection Between Untreated Psychiatric or Substance Disorders and Anxiety & Stress; Effects of Anxiety on the Immune System and Physical Health; Physical Symptoms of Anxiety; Treatment of Anxiety Includes Stress Management; The Connection Between Untreated Psychiatric or Substance Disorders and Isolation & Stress; Effects of Isolation on the Immune System and Physical Health; Benefits of a Social Support System To Physical Health; Benefits of Support Groups To Physical Health; The Benefits of Expressing Emotions; The Benefits of Laughter on the Immune System and Physical Health; Group Discussions; “Which Place?” Inspirational Handout; Positive Closure

Physical Recovery & Health, Topic 6

Ongoing Physical Recovery & Post Acute Withdrawal (pages: Subject 7-1 – 7-8):

Positive Beginning; Recovery Takes Courage; Recovery Is a Rebirth of a New Life; New Life of Freedom; Identifying The Recovery Process; Comparisons Between “Dry Drunk Syndrome” and “Active Recovery”; Moving Past a Dry Drunk; Process of Recovery; Ongoing Physical Recovery: Post Acute Withdrawal; The Basics About Post Acute Withdrawal; Symptoms of Post Acute Withdrawal; Dual Disorders and Post Acute Withdrawal; Coping With Post Acute Withdrawal; Daily Living Skills; “Coping Strategies” Exercise; “Don’t Quit!!” Handout; Positive Closure

Stress Identification & Management, Topic 1

Stress, Stressors, and Stress Management (pages: Subject 5-25 – 5-32):

Positive Beginning; Eustress or Distress Produce Same Effects; Stressors in Our Society; Treatment and Recovery Bring About Changes; Changes in The Recovery Process; Recognizing Signs of Stress; Stress Specific Responses of Neurotransmitter or “Brain Reactors”; Effects of Stress on Psychiatric and Substance Disorders; Stressors and Stress Reactions; Is It Stressful or Not?; Taking Charge of Your Reactions; Hardiness or Stress Resistant Factors; Stress Cycle; Finding the Stress Reduction Skill That Works; Co-Occurring Disorders and Stress Management Skills; “Stressors – Importance and Control” Exercise; Stress Management Techniques; “Thoughts, Feelings, Behaviors” Exercise; “Recovery “Letting Go”” Inspirational Handout; Positive Closure

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Stress Identification & Management, Topic 2

Stress and Co-Occurring Disorders & Daily Stress Management Skills (pages: Subject 4-1 – 4-8):

Positive Beginning; Chronic Disorders Versus Acute Illnesses; The Connection Between Stress and the Immune System, Substance Disorders, Depression, Anxiety, and Isolation; Untreated Psychiatric or Substance Disorders Produce Chronic Unmanaged Stress; Stress Defined; Primitive Ancestors and Stress; The “Fight-or-Flight” Response; Stress and Modern Life; Stressors; Stress Reactions; “Good” or Short-Term Stress; “Bad” or Long-Term Stress; Co-Occurring Disorders and Stress; Stress Management Techniques; Daily Plan for Stress Reduction; Stress Reduction Stretching Exercise; Daily Stress Management Skills: R-E-L-E-A-S-E; Rest & Sleep; Exercise Regularly; Learn Acceptance; Eat Nutritiously; Allow Time For Leisure; Set Goals; Express Worries & Concerns; Group Discussions; “Stress Management “Survival Plan”” Worksheet; Positive Closure

Self-Care, Topic 1

Self-Care in Areas of Sleep, Medical & Dental Care, and Balanced Living (pages: Subject 6-44 – 6-50):

Positive Beginning; Get Plenty of Sleep and Rest; Sleep Problems in Recovery; Getting a Good Night’s Sleep; Eleven Tips on HOW to Get a Good Night’s Sleep; Exercise Regularly; Physical Health, Mental Health, Mood Stability, New Recovery Behaviors; Medical and Dental Care; Yearly Medical Physicals, Yearly Dentist Appointments, Medication Appointments as Needed; Medications; Good Grooming; Take a Daily Shower or Bath, Brush Your Teeth, Comb Your Hair, Wear Clean Clothes; Balance in All Areas; Balance Wheel; “A Personal Recovery Story About Finding Balance”; “The Balance Wheel” Exercise; Positive Closure

Self-Care, Topic 2

Nutrition and Dual Disorders & Developing Healthy Nutritional Habits (pages: Subject 6-33 – 6-34; 6-36 – 6-38):

Positive Beginning; Dual Disorders and Nutrition; Addictions Interrupt Nutritional Balance – Cause Malnutrition; Important Fuel Source Through High Calories; Blood Sugar and Recovery; Poor Nutrition and Cravings; Nutrition and Relapse; Weight Concerns and Nutrition; Digestion and Nutrition in Early Recovery; Importance of Good Nutrition; Benefits of Eating Properly – Heals the Body, Heals the Mind, Promotes Recovery; Purpose of Eating Right; Consistent Nutrition Stabilizes Blood Sugar; “Nutritional Planning” Exercise; Positive Closure

Self-Care, Topic 3

The Role of Blood Sugar in Recovery & Managing Blood Sugar (pages: Subject 6-35 – 6-37; 6-38; 6-44):

Positive Beginning; Hypoglycemic Tendencies; Graphic on Blood Sugar; Low Blood Sugar Symptoms; Treatment of Hypoglycemia; Blood Sugar and Recovery; “Developing Personalized Blood Sugar Graph” Exercise; Purpose of Eating Right; Vitamins and Nutrients; Shopping From the Basic Food Groups; The Food Pyramid; Shopping Tips to Eat Better For Less Money; Developing Healthy Nutritional Habits; “Blood Sugar Balancing Plan” Exercise; “Individualized Specific Food Plan” Exercise; Positive Closure

Self-Care, Topic 4

Healing Body & Brain By Eating Right and Developing Nutritional Planning & Shopping Skills (pages: Subject 6-38 – 6-44):

Positive Beginning; Benefits of Eating Properly; Purpose of Eating Right; Nutritional Planning; Vitamins and Nutrients; Shopping From The Basic Food Groups; The Food Pyramid; Planning Meals; Shopping Tips to Cope With Symptoms; Shopping Tips to Eat Better for Less Money; Developing Healthy Nutritional Habits; “Making a Personal Nutritional Food Plan” Exercise; Positive Closure

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Thinking/Cognitive Recovery & Health, Topic 1

Rational-Emotive Therapy (RET) (pages: Subject 5-66 – 5-74):

Positive Beginning; Outside Events Do Not Cause Emotions; Thinking Determines Feelings and Actions; Reasonable and Irrational Emotions; The Basics of RET; ABCs of RET; Irrational Beliefs (Bs of the ABCs) That Disturb People; Subtle Irrational Beliefs Sneak In; Even If It Is True – So What?; Shoulds, Oughts, and Musts; Awfulizing, Terriblizing, Dreadfulizing, or Horriblizing; Disputing Old Beliefs With New Logical Questions; Disputing Beliefs; Disputing Old Beliefs Produces New Outcomes and Feelings; Belief Systems Directly Affect Emotions – Putting RET Into Action; Co-Occurring Psychiatric and Substance Disorders and RET; “Practicing RET” Exercise; Positive Closure

Thinking/Cognitive Recovery & Health, Topic 2

Identifying Negative Thinking Patterns & Changing Negative Thinking to Positive Thinking (pages: Subject 2-63 – 2-66; 2-67 – 2-72):

Positive Beginning; Changing Negative Thinking To Positive Thinking; A Little Story About Positive Self-Talk; Negative Thoughts Adversely Affect Physical and Mental Health; Positive Thoughts Contribute to Good Physical and Mental Health; But...Always Be Sincere With Thoughts and Feelings; Co-Occurring Disorders and Negative Thinking Patterns; Negative Thinking – Defenses and Habits; Negative Thinking As Defenses; Negative Thinking Patterns Become Habits; Steps to Positive Thinking; “Steps to Positive Thinking” Exercise; “Practice Increases the Strength of Positive Thinking” Inspirational Reading; Positive Closure

Thinking/Cognitive Recovery & Health, Topic 3

Identifying Patterns of Thoughts, Challenging Non-Helpful Automatic Thoughts, & Developing Reframing Skills (pages: Subject 7-15 – 7-19; 7-20 – 7-23):

Positive Beginning; Automatic Thinking Patterns; Becoming Willing to Change Thought Patterns; Noticing Thought Patterns; Four Kinds of Thought; Patterns of Thought Produce Patterns of Emotions; Thinking Increases or Decreases Emotional Intensity; Challenging Non-Helpful Automatic Thoughts; Familiar or Automatic Non-Helpful Thoughts; Reframing Non-Helpful Thoughts to More Helpful Thoughts = Reduced Emotional Intensity; Practice is Essential; Positive Closure

Thinking/Cognitive Recovery & Health, Topic 4

Changing Negative Thought Patterns and Habits to Positive Self-Talk Messages (pages: Subject 2-66 – 2-67):

Positive Beginning; Optimism and Pessimism; Challenging Non-Helpful Patterns and Habits; Negative Self-Talk Messages; Action Taken in Place of Defense; Positive Self-Talk Messages; Changing Thinking Can Change Attitudes; Challenge Negative Thinking: Let the Light Shine In!; Positive Closure

Emotional Recovery & Health, Topic 1

Neurochemistry of Toxicity and Emotions as the Brain Wakes Up (pages: Subject 5-8 – 5-13):

Positive Beginning; Toxicity Defined; Toxicity and Brain States; Brain States; Brain on Drugs, Acute Withdrawal Brain, Post Acute Withdrawal Brain, The Recovering Brain; Vicious Cycle; Toxicity Affects Perception; Toxicity Affects Thinking; Effects of Toxicity; The Brain Wakes Up From Toxicity; Effects on Emotions in The Waking Up Process; Group Discussions; “Here are Some Helpful Hints On the Care of Depression Monsters” Inspirational Handout; Positive Closure

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Emotional Recovery & Health, Topic 2

Working Through and Coping with Neurological Processes (pages: Subject 5-15 – 5-24):

Positive Beginning; Augmentation Intensifies Emotions; Blaming Internal Emotions on External People, Places, and Things; Animal Studies; Working Through and Coping With Neurological Processes; First, Lighten Up J; Don't Analyze or Psychologize Augmented Emotions; Short-Term Pain Equals Long-Term Gain; Discomfort and Pain Can Be Necessary, Helpful, and Motivating; Suppressed Feelings Come Out Somewhere; Difficulty in Sharing Feelings Is Common; Don't Let The Emotions Drive Your Bus; The Recovery Process and Emotions; Over-Reacting and Under-Reacting; Feelings Are Not Always Accurate; Delaying Response Gives Time to Check Out Over Our Under-Reactions; Balance Between Suppressing and Overly Expressing Emotions; Facing Emotions Without Addictive Behaviors Takes Courage; Identifying Feelings; Uncomfortable Emotional States; Unhealthy Ways of Reacting to Intense or Unpleasant Feelings; Becoming Aware of Feelings and Emotions in Recovery; Group Discussions; "Risk Taking Is Free" Inspirational Handout; Positive Closure

Emotional Recovery & Health, Topic 3

Emotions or Feelings and Coping With Stress & Uncomfortable Emotions (pages: Subject 5-1 – 5-7):

Positive Beginning; Emotions or Feelings; Emotions Are Not "Good or Bad" or "Right or Wrong"; Emotions Are Brought About By External and Internal Factors; Intensity Levels of Emotions; Feelings May Be Signs of a Problem or Are Just Typical Emotions; Avoiding Painful Emotions; Dissociation or Suppression of Emotions; Families Give Messages About Emotions; Messages From Society About Expressing Emotions; Trying to Control Psychiatric Symptoms; Projecting Emotions Onto Others; Personal Attitudes About Certain Emotions; Substance Abuse Creates an Emptiness or "Void"; Using Substances to Fill The "Void"; Mistaken Beliefs Contribute to Low Self-Esteem and Self-Doubt; Addictions Alter or Change Emotional States; Early Recovery Produces Exaggerated Emotional Responses; "Personal Emotions Management Plan: Coping with Stress & Uncomfortable Emotions Without Drinking and/or Drugging" Worksheet Handout & Exercise; Positive Closure

Emotional Recovery & Health, Topic 4

Co-Occurring Disorders & Sadness and Depression (pages: Subject 5-43 – 5-48):

Positive Beginning; Co-Occurring Disorders and Depression; Reasons for Sadness and Depression; Depressive Disorders Co-Occurring With Substance Disorders; When Something More Is Needed; Coping With Depression; Get Busy and Take Action; Eat; Move; Wash; Do Something; Drown the Noise of Habitual Negativity; Get Outside Of Yourself; Develop Realistic Expectations; Pace Yourself & Be Patient; "Here Are Some Helpful Hints On the Care of Depression Monsters" Inspirational Handout; Positive Closure

Emotional Recovery & Health, Topic 5

Understanding and Coping With Guilt, Shame, Anxiety, Worry, Fear & Boredom (pages: Subject 5-57 – 5-66):

Positive Beginning; Guilt; Shame; Origins of Shame; Moving Through Shame; Anxiety, Worry, and Fear; Anxiety Disorders; Withdrawal From Substances and Anxiety; Forms of Anxiety; Co-Occurring Disorders and Anxiety; Anxiety is Difficult to Work Through; Worry; Choosing to Live Without Worry; Managing Anxiety; Fear; Understanding Fear; Healthy Fear Versus Unhealthy Fear; Fear About Recovery Is Natural; Fear Is a Normal Response to New Situations – Even Treatment; Don't Let Fear Keep You From Moving Forward; Working Through Fear; Boredom; Socializing Can Be Difficult; Develop a Plan to Cope With Boredom; Socializing Can Be Difficult; Develop a Plan to Cope with Boredom; Learning to Have Fun Without Alcohol and Drugs; "Recovery Letting Go" Inspirational Handout; Positive Closure

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Emotional Recovery & Health, Topic 6

Understanding Grief and Loss & Developing a Plan to Cope With Grieving (pages: Subject 5-48 – 5-56):

Positive Beginning; Understanding Grief; What Grief Is Not; What Grief Is; Gender, Culture, and The Grieving Process; Stages of The Grief Process; The Difference Between Grieving and Depression; Coping With Grief; Grief and Co-Occurring Psychiatric and Substance Disorders; The Grieving Process; Losses Related to Psychiatric or Substance Disorders; Physical Signs of Grieving; What You Can Do For Yourself When Experiencing Grief; Working Through Grief; “Personalized Grief Discovery and Coping” Exercise; “Recovery Letting Go” Inspirational Handout; Positive Closure

Emotional Recovery & Health, Topic 7

On-Going Emotional Recovery, Hidden Fear, Outward Defenses, and Ways to Express Emotions

(pages: Subject 7-8 – 7-15):

Positive Beginning; Ongoing Emotional Recovery: Frozen Feelings; Emotional Pain Is Okay, Even Helpful at Times, Trust the Process; Identifying Emotions; Coping With Unpleasant Emotions; Defenses and Masks; Hidden Fear – Frozen Feelings; Inward Hidden Emotions or Fear & Outwardly Acting Out Behaviors; Origins of Fear; Defenses Protect From Fear Inside; Natural Fear Versus Unnatural Fear; Realistic Versus Unrealistic Fears; Finding Ways to Express Emotions; Sharing Feelings With Others; Group Discussion; “Things I Have Learned” Inspirational Handout; Positive Closure

Emotional Recovery & Health, Topic 8

Anger, Expressing Anger & The Mis-Management of Anger (pages: Subject 5-32 – 5-37):

Positive Beginning; Anger Helps Us Survive; Intensity of Anger; Situations That Trigger Anger; Anger Cycle; Anger as a Secondary Emotion; Myths About Anger; Diverting and Suppressing Anger; Suppressed Anger May Lead to Passive-Aggressive Personality Traits; Messages About Anger From Families and Childhood; Ways of Avoiding or Suppressing Anger; Reasons People Suppress or Don’t Express Anger; Externalizing Anger By Dumping It On Others; Mismanagement of Anger Leads to Problems; Inappropriate Expressions of Anger; “Anger” Group Discussions; Positive Closure

Emotional Recovery & Health, Topic 9

Understanding Resentments & Anger and Anger Management Techniques (pages: Subject 5-38 – 5-42):

Positive Beginning; Resentments; Self-Pity Is Also Anger; Managing Personal Anger; Benefits of Expressing Anger Assertively; “Managing Personal Anger” Exercise; First, Accept Responsibility For Your Anger; Second, Identify Anger Triggers, Cues, and Management Strategies; Changing Thinking to Positive Self-Talk; Anger Management Strategies; Acknowledge Fear; Ask Important Questions; Communicate Assertively; Practice Relaxation Techniques; Change The Way You Think; Get Social Support; Change Your Environment If Possible; Practice Anger Management; “Risk Taking Is Free” Inspirational Handout; Positive Closure

Family and Social Recovery & Health, Topic 1

Gender, Age, Sexual Orientation, Culture, & Family and Substance Disorders (pages: 3-21 – 3-28):

Positive Beginning; Women and Substance Dependence; Seniors and Substance Dependence; Gay, Lesbian, Bisexual, and Transgender (GLBT) Population and Substances; Native Americans and Substance Disorders; Treatment For Specific Populations; Substance Disorders Are Family Illnesses; Defining a “Family”; The Family in the Disease Process; Emotional Reactions to The Family Toward Chemical Dependency; The Family in The Recovery; “The Journey” Inspirational Handout; Positive Closure

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Family and Social Recovery & Health, Topic 2

The Basics About Family Systems & Developing Relationships With Family (pages: Subject 7-56 – 7-62):

Positive Beginning; Family Rules; Traits of Dysfunctional Families; Traits of Healthy Families; Family Roles; Hero, Scapegoat, Lost Child, Mascot; Visible Qualities; Inner Feelings; Represents to Family; Characteristics; Possible Future Characteristics; Without Help & With Help; Exercise#1: Family Roles Exercise; How Roles Develop – Family Sculpture; Substance Dependent Person; Enabler, Alanon, or Co-Alcoholic; Adult Children of Alcoholics; Traits of Children From “Alcoholic” or Dysfunctional Homes; Exercise#2: “Solutions for Recovering From “Mostly” Dysfunctional Families”; “Recovering From Dysfunctional Childhoods” Inspirational Reading; Positive Closure

Family and Social Recovery & Health, Topic 3

The Family in Recovery & Developing Relationships With Others (pages: Subject 7-63 – 7-70):

Positive Beginning; Family Education; Caught Between NAMI and Al-Anon; Emotions for The Family in Early Recovery; Resentments of The Family Toward Recovery; The Family Working Toward Balance – Recommended Don'ts for the Family of a Recovering Person; Resentments of The Recovering Person Toward The Family; The Family in Recovery; Guidelines For The Family of a Recovering Person; Finding Balance: What the Family Can Do; Guidelines For the Recovering Person; Disorders Affect Relationships; Renewing Friendships; Making New Friends; Early Recovery Guidelines for Current Romantic Relationships; Developing Healthy Communications With Others; Sex and Relationships; New Romantic Relationships; Worksheet Part I: “Balance Is Key to Recovery – Personal Recovery Involvement Checklist”; Worksheet Part II: “My Recovery Goals”; “Twelve Steps Downward” Inspiration Handout; Positive Closure

Self-Help & Twelve Step Groups, Topic 1

Self-Help Groups and The Twelve Step Program (pages: Subject 6-62 – 6-73):

Positive Beginning; Attending Meetings; The History of Alcoholics Anonymous; Not Me – Other People May Need AA, But I Don't; First, Change Your Thinking About Meetings; Second, Change Your Behavior; Importance of Twelve Step Meetings; The Purpose of Twelve Step Meetings; “Friends of Bill W.”; Recovery for Families: Al-Anon and Alateen; National Alliance for The Mentally Ill (NAMI); Modified Twelve Step Meetings; Double Trouble in Recovery; Twelve Step Groups Are The Most Recommended Self-Help Groups; Membership of Twelve Step Program World-Wide; Community Socializing Opportunities; Why It Works – A Sense of Family; Meeting Formats; Where To Find Meetings; Going to Ninety Meetings in Ninety Days or “90 in 90”; How Long Do I Have To Go?; Anonymity; Speaking at Meetings; Cross Talk; Medications and The Twelve Step Program; What to Talk About in Meetings; Spirituality of The Twelve Step Program; Why People Go to Meetings; Group Discussions; “Lessons From Geese” Inspirational Handout; Positive Closure

Self-Help & Twelve Step Groups, Topic 2

Getting a Home Group – Getting a Sponsor – Working the Twelve Steps (pages: Subject 6-73 – 6-81):

Positive Beginning; Getting a Home Group; Getting a Sponsor; The Basics About a Sponsor; What is a sponsor?; What are characteristics of a sponsor?; What does a sponsor do?; How do you get a sponsor?; Choosing a sponsor; How do I make the decision to get a sponsor?; Should my sponsor be a man or woman?; How do I use a sponsor?; What if they say no?; Working the Twelve Steps; Rewards of the Twelve Steps; Recovery Slogans Offer Mottos to Live By; Slogans Are Simple, Yet Have Profound Meanings; Slogans Help People Stay on The Path; Reading Inspirational Literature; Service to Others; “Getting a Sponsor” Exercise; “The Journey” Inspirational Handout; Positive Closure

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Personal Development & Recovery, Topic 1

Fear in Early Recovery & Developing Self-Awareness With the Johari Window (pages: Subject 1-38 – 1-39; 1-40 – 1-43; 1-46 – 1-48; 1-65 – 1-66):

Positive Beginning: Fear in Early Recovery; Fear of Living Life Without Substances; Fear in the Group Process; Acknowledging Fear; Working Through Fear By Living in Today; Increasing Self-Awareness With The Johari Window; Window Pane 1: Open, Public, Conscious Self; Window Pane 2: Blind Self; Window Pane 3: Private, Hidden, or Avoided Self; Window Pane 4: Unknown or Unconscious Self; The Window Panes Change With Self-Disclosure and Feedback; Exercise: Johari Window; Moving From Victim to Survivor; Don't Let Fear Be In Charge; Sharing Personal Experiences in a Support or Recovery Group; Learning to Value The Perceptions of Others; Group Closure; Co-Occurring Disorders Without Recovery; Co-Occurring Disorders With Recovery; "Change" Inspirational Handout; Positive Closure

Personal Development & Recovery, Topic 2

Self-Esteem & External, Internal, Physical, and Emotional Boundaries (pages: Subject 7-50 – 7-56):

Positive Beginning: Affirming Yourself; Develop Skills You Want to Be Strong In; Set and Accomplish Realistic Goals; Rewards of Self-Esteem; External and Internal Boundaries; Types of Unhealthy Boundaries; No Boundaries; Walls or Rigid Boundaries; Partial Boundaries; Exercise #1: "Self-Esteem & Boundaries"; Unhealthy Boundaries in Family Systems; Unhealthy Boundaries In Early Recovery; Unhealthy Boundaries In Treatment; Reacting or "Acting Out"; Healthy Boundaries; When boundaries are healthy and intact...; Exercise #2: "Self-Esteem"; "Narcotics Anonymous" Inspirational Reading; Positive Closure

Personal Development & Recovery, Topic 3

Developing a Relationship With Yourself Through Building Self-Esteem (pages: Subject 7-44 – 7-49):

Positive Beginning: Family Systems and Self-Esteem; Psychiatric and Substance Disorders and Self-Esteem; Low Self-Esteem; Viewpoints Reflect Esteem...or Not; Personal Values and Self-Esteem; Dishonesty; Thoughts Create Low Self-Esteem; Developing Self-Esteem; Unhealthy Externally Based; Healthy Internally Based; Characteristics of Self-Esteem; Values in Recovery; Trusting Yourself and Others; Rigorous Honesty; Values Pave The Road to Recovery; Behaviors of Self-Esteem; Celebrates Firsts and All Small Victories; Exercise #1: "Characteristics of Self-Esteem"; Exercise #2: "Values in Recovery"; "Things I Have Learned" Inspirational Handout; Positive Closure

Personal Development & Recovery, Topic 4

Identifying and Working Through Character Defects (pages: Subject 7-24 – 7-29):

Positive Beginning: Character Defects; Letting Go of Control; Identifying Character Defects; Alibis; Antisocial; Compulsive; Dependent; Envy & Jealousy; Excessive Fears, Worries, & Anxieties; Extreme Guilt, Shame, & Remorse; False Pride; Impatience; Intolerant; Narcissism; Overly Sensitive; Passive-Aggressive Tendencies; Procrastination; Resentment; Self-Centeredness; Self-Pity; Other defects of character can include...; Working Through Character Defects; Changing Personality Traits; Specific problem personality traits fall into the following categories...; "Twelve Steps and Twelve Traditions" Inspirational Handout; Positive Closure

Personal Development & Recovery, Topic 5

Codependency Defined & Patterns, Characteristics, and Recovery (pages: Subject 7-37 – 7-43):

Positive Beginning: Codependency Defined; Codependency and Family Rules; Codependency and The Recovering Person; Externally Focused; Patterns of Codependency; Characteristics of The Codependent Person; Finding The Balance; Changing The Rules Through Codependency Recovery; What Old Messages Are You Carrying Around?; "Twelve Steps Downward" Inspirational Handout; Positive Closure

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Personal Development & Recovery, Topic 6

Procrastination, Perfectionism, and Identifying & Changing Self-Defeating Behaviors (pages: Subject 7-29 – 7-36):

Positive Beginning; Procrastination; Causes of Procrastination; Working Through Procrastination; Perfectionism; Causes and Consequences of Perfectionism; Working Through Perfectionism; Self-Defeating Behaviors; Vicious Cycle; The Familiar Becomes a Habit; Obvious and Not So Obvious Self-Defeating Behaviors; Identifying Self-Defeating Behaviors; Self-Defeating Behaviors in Group; Pay Offs and Prices of Self-Defeating Behaviors; Changing Self-Destructive Behaviors; “Personal Identification of Self-Destructive Behaviors, Pay Offs & Prices, and Developing a Change Plan” Exercise; “Oh God Forgive Me When I Whine” Inspirational Reading; Positive Closure

Life Skills, Topic 1

Breaking Isolation, Benefits of Laughter & Humor, and Learning to Have Fun (pages: Subject 4-46 – 4-49; 6-51 – 6-55):

Positive Beginning; Isolation, The Immune System, Stress, and Physical Health; Effects of Isolation on the Immune System and Physical Health; Benefits of a Social System To Physical Health; Benefits of Support Groups To Physical Health; The Benefits of Expressing Emotions; The Benefits of Laughter on The Immune System and Physical Health; Learn to Have Fun; Develop a Sense of Humor; Learn to Laugh; Get Some Fresh Air; Hang Out With Successful People; Breaking Free of Isolation; Seek Out New Activities; Solitude Versus Loneliness; Get Active; Exercise: Developing an Individual Plan to Have Fun; Positive Closure

Life Skills, Topic 2

Living a Positive & Active Life and Building Support Networks (pages: Subject 6-50 – 6-62):

Positive Beginning; Positive Thinking is Relative; Stopping Negative Thinking With “Stop”; Reach Out to Others; Learn to Have Fun; Develop a Sense of Humor; Learn to Laugh; Get Some Fresh Air; Hang Out With Successful People; Breaking Free of Isolation; Seek Out New Activities; Solitude Versus Loneliness; Get Active; Live in the Present; Support Network; Support Through Self-Help Groups; Support Through Treatment Team; Benefits of Self-Help Groups; Building a Support Network; Qualities of a Good Support Person; Identify Your Support Network; When The Family Is a Part of The Problem; When The Family Is Part of The Solution; The Family In Recovery; Be Patient With Your Family; For The Family Members; “My Personal Support Network” Exercise; “I’ve Learned” Inspirational Handout; Positive Closure

Life Skills, Topic 3

Relaxation Skills, Building Structure, & Working The Twelve Steps To Reduce Stress And Prevent

Relapse (pages: Subject 8-49 – 8-52; 8-57 – 8-60):

Positive Beginning; Learn to Relax to Reduce Stress and Prevent Relapse; Fourteen Relaxation Techniques; Build Structure Into Daily Routines; Exercise – How to Create a Daily Schedule; Working The Steps; Information on Alcoholics Anonymous Handout; Positive Closure

Life Skills, Topic 4

Coping With Crisis, Suicide Prevention, and Spiritual Practice (pages: Subject 8-5 – 8-7; 8-55 – 8-57):

Positive Beginning; Self-Instruction to Cope With an Event; Evaluating Crisis Event; Evaluating Crisis and Coping Skills; Suicide Prevention; Survival Tips For the Suicidal; Deepen Contact With Spiritual Side and Higher Power; The Presence of Truth Is Spiritual Practice; “Mary’s Divine Intervention Experience” Inspirational Reading; Positive Closure

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Life Skills, Topic 5

Passive, Aggressive, Passive-Aggressive, and Assertive Communication Styles (pages: Subject 1-49 – 1-54; 1-56):

Positive Beginning; Listening Skills; Passive, Aggressive, Passive-Aggressive, and Assertive Skills; Communication Styles; Passive Style; Goals, Techniques, Beliefs, Body Language or Tone, and Results of Each Communication Style; Aggressive Style; Passive-Aggressive Style; Assertive Style; How To Be Assertive; Assertive Techniques; “Identifying Personal Communication Style” Exercise; Positive closure

Life Skills, Topic 6

Assertive Communication Style & How To Be Assertive (pages: Subject 1-54 – 1-58):

Positive Beginning; Assertive Communication Style; Goal; Techniques; Beliefs; Body Language; Results; Challenged in the Area of Assertiveness; Benefits of Assertive Communication; Individual Rights of Being Assertive; Reasons People Are Not Assertive; How to Be Assertive; Practice, Practice; “Rules For Being Human” Inspirational Handout; Positive Closure

Life Skills, Topic 7

Vocation & Employment, Problem Solving, and Money & Time Management (pages: Subject 8-67 – 8-72):

Positive Beginning; What Employers Really Look For in Employees; Problem Solving Techniques; Problem Solving Styles, Guidelines For “Before” Problem Solving; Steps Toward Effective Problem Solving; Money Management; Time Management; Spending Your Time; Build Structure Into Daily Routines; Positive Closure

Spiritual Recovery, Topic 1

Elements of Spiritual Health and Personal Circle of Recovery (pages: Subject 7-77 – 7-84):

Positive Beginning; The Building Blocks of The Spirit – Spiritual Values; Service to Others; Elements of Spiritual Health; Spiritual and Emotional Home; Finding a Higher Power; Discovering a Personal Concept of a Higher Power; Ways to Develop Spirituality; “Personal Circle of Recovery” Worksheet; “Don’t Quit” Handout; Positive Closure

Spiritual Recovery, Topic 2

Developing a Relationship With Your Spiritual or Higher Self (pages: Subject 7-70 – 7-77):

Positive Beginning; Spirit; Spirituality; Negative Spirituality; Spiritual Diseases Call For Spiritual Solutions; Attitudes That Block Spiritual Growth; Religion and Spirituality; Spirituality and Culture; Keep an Open Mind About Spirituality; Beliefs in Concepts We Can’t See or Explain; Positive Spirituality; Importance of Spirituality; The Building Blocks of The Spirit – Spiritual Values; Values Exercise; Inspirational Handout “Trouble Tree”; Positive Closure

Preventing Relapse in Substance Use Disorders & Recurrence of Symptoms in Psychiatric Disorders, Topic 1

The Basics About Relapse or Recurrence of Symptoms of Co-Occurring Disorders (pages: Subject 8-7 – 8-15):

Positive Beginning; Relapse Defined; Relapse of a Substance Disorder; Relapse of Psychiatric Disorder; Co-Occurring Disorders and Relapse; Degrees of a Relapse or The Return of Symptoms; Concerns About Calling a Drink or a Drug a “Slip,” Instead of a Relapse; Myths and Facts About Relapse; Relapse or Recurrence of Symptoms and Chronic Illnesses; Fear in Recovery and Fear of Relapse; Motivation and Relapse or Setbacks; Relapse Is a Process Not an Event; Changes Signal The Risk of Relapse; Percentages of Particular Relapses; Substance Disorder Relapse Can Be a Life or Death Matter; Disease Progression and Relapse; Psychiatric Disorder Relapse Can Be Extremely Serious; Psychiatric Disorder Progression and Relapse; Why Do People “Go Back Out?”; Causes of Relapse; “This Is Recovery” Inspirational Handout; Positive Closure

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Preventing Relapse in Substance Use Disorders & Recurrence of Symptoms in Psychiatric Disorders, Topic 2

Preventing a Recurrence of Symptoms & Identifying Substance Dependence Relapse Warning

Signs (pages: Subject 8-16 – 8-22):

Positive Beginning; Preventing a Recurrence of Symptoms; Mapping The Danger Points; Identifying Substance Dependence Relapse Triggers; Internal Triggers; External Triggers; A State of Mind; Signs of Slipping in Thoughts and Attitudes; Signs of Slipping With Favorite Bad Feeling; Changes Can Be Warning Signs; Not All Changes Are Relapse Risk Factors; Persistent Psychiatric Symptoms Are Not a Relapse; Strategies to Cope With Persistent Symptoms; Identifying Substance Dependence Relapse Warning Signs; “Trouble Tree” Inspirational Handout; Positive Closure

Preventing Relapse in Substance Use Disorders & Recurrence of Symptoms in Psychiatric Disorders, Topic 3

Relapse Prevention Skills for Substance Dependence Disorders (pages: Subject 8-44 – 8-49; 8-53 – 8-55; 8-60 – 8-62):

Positive Beginning; Relapse Prevention Plan; Don’t Take the First Drink or The First Drug; See Through The First Use; Think Through The First Drink or Drug; Protect Yourself From The First Drink or Drug – Relapse Prevention Card; Yes, It’s Hard – You Bet It Is!; Relapse Prevention Strategies For Chemical Dependency; Remember The Basics – The Link Between Disorders; “Mary’s Divine Intervention Experience” Inspirational Reading; Positive Closure

Preventing Relapse in Substance Use Disorders & Recurrence of Symptoms in Psychiatric Disorders, Topic 4

Identifying Psychiatric Relapse Triggers and Warning Signs of a Recurrence of Symptoms (pages: Subject 8-22 – 8-26):

Positive Beginning; Introduction of The Group Topic and Why It’s Important; Schizophrenia Relapse Triggers or Warning Signs of a Recurrence of Symptoms; Bipolar Disorder Relapse Triggers or Warning Signs of a Recurrence of Symptoms; Manic Episode Relapse Triggers or Warning Signs of a Recurrence of Symptoms; Depressive Episode Relapse Triggers or Warning Signs of a Recurrence of Symptoms; Anxiety Disorder Relapse Triggers or Warning Signs of a Recurrence of Symptoms; Positive Closure

Preventing Relapse in Substance Use Disorders & Recurrence of Symptoms in Psychiatric Disorders, Topic 5

Coping With Relapse & Turning a Relapse Into a Learning Experience (pages: Subject 8-38 – 8-44):

Positive Beginning; The First Thing to Do Is Stop Immediately; The Second Thing To Do Is Call Someone Right Away; Reactions to Relapses; Put the Hammer Away; Don’t Turn a Slip Into a Full-Blown Relapse; Turn a Relapse Into a Learning Experience; Identify What Led Up to Using; From the Unconscious to The Conscious; Autopsy of a Relapse; Identifying What Needs to Be Learned; Validating What Had Been Learned; “Autobiography in Five Short Chapters” Inspirational Handout; Positive Closure

Preventing Relapse in Substance Use Disorders & Recurrence of Symptoms in Psychiatric Disorders, Topic 6

Culture, Family, Gender, and Relapse & Personal Identification of External Relapse Triggers (pages: Subject 8-26 – 8-31):

Positive Beginning; Culture, Family, Gender, and Relapse; Educating The Family About The Relapse Process; Relapse Prevention Means Engaging the Family in The Process; Don’t Let Your Family Get to You; Asking Family and Other Supportive People For Feedback; Celebrating Recovery With Your Family; Women and Relapse; Lack of Support For Women Compared to Men; Relationship Challenges; Sexual Abuse and Relapse; Relapse Triggers Specific to Women; Relapse Prevention and Women; “Personal Identification of External Relapse Triggers” Handout; “Steve’s Divine Intervention Experience” Inspirational Handout; Positive Closure

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Preventing Relapse in Substance Use Disorders & Recurrence of Symptoms in Psychiatric Disorders, Topic 7

Specific Relapse Triggers and Solutions & Co-Occurring Disorders and Stress (pages: Subject 8-31 – 8-38):

Positive Beginning; Avoiding Triggers Is an Ongoing Process; Using Other Drugs; Coping With Holidays or Special Occasions; Handling Money; Nutrition and Relapse; Sex and Relapse; Over-Stimulation and Excitement; Relapse and Stress; The Effects of Stress on Physical Health; Co-Occurring Psychiatric and Substance Disorders and Stress; Vicious Cycles of Stress, Symptoms, and More Stress; Effects of Stress on Depression and Anxious Symptoms; Importance of Avoiding Stress; The Paths to Relapse or Recovery; “Patrick And Helen’s Divine Intervention” Inspirational Handout; Positive Closure

Preventing Relapse in Substance Use Disorders & Recurrence of Symptoms in Psychiatric Disorders, Topic 8

Personal Identification of Relapse and Crisis *Internal* Triggers (pages: Subject 8-44 – 8-49):

Positive Beginning; Relapse Prevention Plan; Don’t Take The First Drink or The First Drug; See Through The First Use; Think Through the First Drink or Drug; Protect Yourself From The First Drink or Drug – Relapse Prevention Card; Yes, It’s Hard – You Bet It Is!; “Personal Identification of Internal Triggers That Can Lead to Relapse or a Crisis” Handout; Positive Closure

Preventing Relapse in Substance Use Disorders & Recurrence of Symptoms in Psychiatric Disorders, Topic 9

Developing “My Personal Relapse and Crisis Prevention Plan” (Subject 8):

Positive Beginning; Identify High Risks: Don’t Let Up on Disciplines; When Symptoms Come Together; Daily Relapse Prevention Inventory; Internal Relapse Triggers; External Relapse Triggers; Extreme Crisis Prevention Plan; “Don’t Quit” Inspirational Handout; Positive Closure

Maintaining Recovery, Topic 1

Living the Program, Maintaining the Program, Setting Goals, & Maintaining Conflict (pages: Subject 8-64 – 8-67):

Positive Beginning; Living the Program; Developing Advanced Skills to Maintain Recovery; Goals and Decisions; Setting Goals and The Steps to Get There; Conflict Management; Communication Helpful to Resolving Conflict; Positive Closure

Maintaining Recovery, Topic 2

The Crisis Making Process & The Crisis Coping Process (pages: Subject 8-1 – 8-5):

Positive Beginning; Coping With Crisis; “Crisis Making” Process; Unmanaged Crisis; Stages I: Alarm Reaction; Stages II: Resistance; Stages III: Exhaustion; Physical Response to a Crisis; Crisis Response Results in Physical Changes; Crisis Response Grid; Coping With Crisis – Hardiness Factors; Crisis Coping Grid; Self-Instruction to Cope with an Event; Evaluating Crisis Event; “This Is Recovery” Inspirational Handout; Positive Closure

Maintaining Recovery, Topic 3

Addressing Violence – Past (Childhood Trauma) and Present (Domestic Violence) (pages: Subject 8-73 – 8-80; 8-82 – 8-84):

Positive Beginning; Domestic Violence; Link Between Substance Abuse or Dependence and Domestic Violence; Identifying Domestic Violence; Power & Control Circle: Using Male Privilege or Sexual Abuse; Using Emotional Abuse; Using Isolation; Using Economic Abuse; Using Children; Using Intimidation or Physically Abuse; Minimizing, Denying, and Blaming; Using Threats & Psychological Abuse; The Cycle Theory of Violence; Myths and Facts About Domestic Violence; Treatment for Batterers; Treatment For Survivors; Childhood Sexual Abuse – The Worst Betrayal; Treatment of Childhood Sexual Abuse; Specialized Trauma Therapy; Moving From “Victim” to “Survivor”; Daily Recovery Plan; Recovery Reinforces Itself; The Twelve Steps of Dual Recovery Anonymous; The Principles; Positive Closure