



## I. PHYSICAL ENVIRONMENT

1.  YES  NO Is the program site a part of a hospital or clinical setting?
2. \_\_\_\_\_ % What % of rooms is dedicated to staff offices?
3.  YES  NO Is there a comfortable group area, a living room or sofas, for participant socializing?
4.  YES  NO Does the site have a reception desk to screen people upon arrival?
5.  YES  NO Can participants with a requisite amount of sobriety leave the site without staff permission?
6.  YES  NO Are participants involved in food preparation?

## II. STAFF ROLE

7.    YES    NO  
           Does the staff eat with the participants?
8.    \_\_\_\_\_%    What is the estimated % of time staff spends outside of the office when on site?
9.    If staff is not there or in the immediate vicinity and a participant shows up drunk, do residents...  
      *[please choose the best option & check only one box]*
- handle the situation themselves and not involve staff?
- play a role but also rely on staff?
- totally rely on staff (i.e. call them, etc., but take no action until staff arrive)?
10.    When residents need to make and attend outside appointments (doctor, court, etc.), does the staff...  
      *[please choose the best option & check only one box]*
- avoid making appointments for residents?
- encourage residents to make their own but make them when appropriate?
- make nearly all appointments for residents?
11.    YES    NO  
           Does resident responsibility increase with their length of stay at the program?

### III. AUTHORITY BASE

12. YES NO  
  Are any alumni on staff?
13. \_\_\_\_\_% What % of staff are in recovery?
14. \_\_\_\_\_% According to program policy, what % of staff positions require a certificate or degree (including CAC or CADAC), or some kind of professional training?
15. YES NO  
  Over a normal 7-day week, have 50% or more of the participants been clean and sober for 4 weeks or longer?
16. Are people with long-term sobriety on site at the program...  
*[please choose the best option & check only one box]*
- often, getting actively involved with the residents?
- only via structured self-help (such as H&I or events led by alumni)?

#### IV. VIEW OF DEALING WITH ALCOHOL PROBLEMS

17. Is this program...

*[please choose the best option & check only one box]*

- a recovery program?

- a treatment program?

18.  YES  NO

Are more than 50% of the participants mandated by some external institution or agency?

19. In terms of record-keeping, does the program keep for each participant...

*[please choose the best option & check only one box]*

- a fact sheet plus progress notes (even a recovery plan)?

- a complete case management file?

20. Are participants ever referred to by staff...

*[please choose the best option & check only one box]*

- as patients?

- as clients?

- as residents or participants?

21. Are staff ever referred to by participants...

*[please choose the best option & check only one box]*

- as therapists?

- as counselors?

- as staff or advocates or guides?

22.  YES  NO

Does the program provide vocational or academic training for participants?

23.  YES  NO

Are participants encouraged to engage one another in informal activities & conversation?

## V. GOVERNANCE

24.  YES  NO Are there rules made by the residents that the residents (not the staff) enforce?

25.  YES  NO Is there a residents council?

26. Do the residents or residents council have the power to end a participant's residency...  
[please choose the best option & check only one box]

- on their own, without approval from staff?

- in a decision reached jointly with staff?

- or does the staff make the decision and residents have no say?

27.  YES  NO Do the residents or residents council have the authority to punish or demote residents?

## VI. COMMUNITY ORIENTATION

28. At AA (or NA) meetings hosted on site are there typically...

[please choose the best option & check only one box]

- 1/3 or more of attendees from the surrounding community?

- some members from the community but less than 1/3 of those attending?

- no members of the community in attendance?

YES

NO

29.

Does the program help participants find a sponsor if they are having trouble finding one?

30.

\_\_\_\_\_ %

What % of participants find sponsors among AA (or NA) members before leaving the program?

YES

NO

31.

Are there formal links with the community such as job search, education, family services, health and/or housing programs that participants may easily use?

YES

NO

32.

Do program participants engage in community relations and interactions (car washes, tree trimming, litter abatement, neighborhood fairs, "Alcoholic Olympics," softball or volleyball "recovery leagues") to promote such concepts as "Celebrate Recovery," "It's OK not to Drink," kinship with other recovery communities and goodwill for recovery services ?

YES

NO

33.

Are clean and sober social events "regularly" scheduled (each participant can attend at least one)?

### BONUS QUESTION:

YES

NO

34.

Does the site have a friendly pet ?