

COASCNA H&I Subcommittee Policy

APPENDIX A: DO'S AND DON'TS FOR H&I PARTICIPATION

- Do** Make schedules of outside meetings available to residents.
- Do** Clarify the facility's rules with anyone you bring in.
- Do** Arrive 15 minutes early, and if possible, all panel members should enter the facility the same time.
- Do** Start and end on time!
- Do** Briefly explain what H&I is.
- Do** Make it clear that NA is separate and distinct from the facility as well as other fellowships.
- Do** Follow the agreed upon format for the commitment/meeting.
- Do** Obey all dress codes. Exercise common sense and dress appropriately.
- Do** Keep staff aware of your whereabouts at all times.
- Do** Stamp all literature you bring into a facility with the local helpline number.
- Do** Screen all panel members carefully, especially regarding the clean time or other requirements.

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- Don't** Break another person's anonymity or tell his or her story.
 - Don't** Debate any issues involving facility rules or regulations.
 - Don't** Get involved in discussions on outside issues; remember why we are there.
 - Don't** While sharing, put too much focus on what it was like. They already know.
 - Don't** Debate which drugs are acceptable. NA is a program of complete abstinence from all drugs.
 - Don't** Discuss conditions within the facility, or opinions about staff members.
 - Don't** Carry excessive cash or wear expensive or flashy jewelry.
 - Don't** Show favoritism to any resident(s).
 - Don't** Take messages in or out of the facility.
 - Don't** Give out your address or phone number.
 - Don't** Carry in any contraband items, such as cigarettes or weapons.

Always remember that you have a responsibility to the facility, to the residents, and to NA. If you observe the above suggestions, and follow the Twelve Traditions, you will uphold your responsibilities to all three.