



Recovery Tools Pack

A free recovery resource from Stepwise Recovery

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Recovery Tools Pack

Downloadable Recovery Tools

- Trigger Identification Worksheet
- Relapse Prevention Plan
- Setting Boundaries: A Guide for Families
- Family Recovery Plan

Free resources for people in recovery and their families

Trigger Identification Worksheet

Understanding your triggers is one of the most practical things you can do to protect your recovery. A trigger is anything — a person, place, emotion, time of day, or sensory experience — that creates an urge to use. By identifying your triggers and planning your responses in advance, you take the power back.

Complete this worksheet honestly. Share the results with your sponsor, counsellor, or support network.

Personal Information

Name:	
Date:	
Clean/Sober Date:	

Section 1: People Triggers

Who makes you want to use? This might include people you used with, people who cause stress, or people who remind you of your using days.

Section 2: Place Triggers

Where do you feel most vulnerable? Certain locations carry powerful associations with using.

Section 3: Emotional Triggers

What feelings precede your urge to use? Remember HALT: Hungry, Angry, Lonely, Tired.

Section 4: Situational Triggers

What situations or events create vulnerability? Think about celebrations, arguments, pay days, weekends, or stressful periods at work.

Section 5: Sensory Triggers

What sights, sounds, smells, or physical sensations remind you of using?

Section 6: My Safety Plan

Based on what you have identified above, create your personal safety plan.

Three people I can call when triggered:

Three safe places I can go:

Three healthy activities I can do instead:

My personal affirmation or reminder of why I stay clean:

Relapse Prevention Plan

Relapse does not happen suddenly. It is a process that begins long before the actual act of using. By recognising the warning signs early and having a clear plan in place, you give yourself the best chance of staying on track.

Complete this plan with your sponsor or counsellor. Review and update it regularly.

Part 1: My Recovery Foundation

Name:	
Date:	
Clean/Sober Date:	
Primary Substance:	
Sponsor's Name and Number:	
Counsellor/Keyworker:	
Home Group and Meeting Day:	

Part 2: My Warning Signs

Relapse typically progresses through three stages. Identifying your personal warning signs at each stage helps you intervene early.

Stage 1: Emotional Relapse

You are not thinking about using, but your emotions and behaviours are setting you up. Warning signs include isolating, not sharing in meetings, poor sleep, skipping meals, and building resentments.

Stage 2: Mental Relapse

Part of you wants to use and part of you does not. Warning signs include thinking about people and places associated with using, glamorising past use, bargaining, and planning a relapse.

Stage 3: Physical Relapse

The act of using. If you reach this stage, stop as soon as possible and reach out for help. One use does not have to become a full relapse.

Part 3: My Action Plan

When I notice emotional warning signs, I will:

When I notice mental warning signs, I will:

If I use, I will:

Part 4: My Support Network

Person 1: Name, relationship, and phone number

Person 2: Name, relationship, and phone number

Person 3: Name, relationship, and phone number

Person 4: Name, relationship, and phone number

Part 5: My Daily Recovery Routine

Morning routine (what I do to start the day in recovery):

Evening routine (what I do to maintain recovery at the end of the day):

Weekly commitments (meetings, therapy, service, exercise):

Part 6: My Reasons to Stay Clean

Write down the things that matter most to you in recovery. Read this list when the urge to use feels overwhelming.

What I have to lose if I relapse:

What I have gained in recovery:

Setting Boundaries

A Guide for Families Affected by Addiction

Loving someone with an addiction is one of the hardest things any person can experience. You watch someone you care about destroy themselves and you feel powerless to stop it. In that desperation, it is natural to do anything to help, but sometimes what feels like helping is actually making things worse.

This guide is about learning the difference between supporting someone and enabling their addiction. It is about protecting yourself while still caring.

Understanding Boundaries

A boundary is a limit you set to protect your own physical, emotional, and financial wellbeing. Boundaries are not punishments. They are not ultimatums designed to control the other person. They are statements about what you will and will not accept in your own life.

Boundaries feel uncomfortable at first, especially if you have spent years adapting to someone else's addiction. You may feel guilty, selfish, or afraid. These feelings are normal, but they do not mean you are doing the wrong thing.

The Difference Between Helping and Enabling

Enabling is any action that shields the person with addiction from the natural consequences of their behaviour. It comes from love, but it prevents the person from experiencing the pain that might motivate change.

Examples of Enabling	Supporting Without Enabling
Lending money knowing it will be spent on substances	Offering to help them find treatment or attend a meeting
Making excuses to their employer when they cannot work	Being honest about how their behaviour affects you
Covering for them with family or friends	Attending your own support meetings (Al-Anon, Adfam)
Clearing up the mess after their episodes	Maintaining your own health, friendships, and routines
Bailing them out of legal or financial trouble	Following through on the consequences you have communicated

How to Set a Boundary

Step 1: Identify what you need

What is the behaviour that is causing you harm? Be specific.

Step 2: Decide your limit

What will you no longer accept or participate in? Make sure this is something you can actually control.

Step 3: Communicate clearly

State your boundary calmly and clearly. Use "I" statements. Avoid blame or lectures.

Step 4: Follow through

This is the hardest part. If you set a boundary and do not follow through, you teach the other person that your boundaries are negotiable. Consistency is essential.

Common Boundaries for Families

- I will not give money directly. I will pay for treatment, food, or bills if I choose to.
- I will not allow substance use in my home.
- I will not lie or make excuses for you.
- I will leave the room if you become aggressive or abusive.
- I will attend my own support meetings regularly.
- I will not engage in conversations when you are under the influence.

Looking After Yourself

You cannot pour from an empty cup. Your own recovery and wellbeing must be a priority, not a luxury.

- Attend Al-Anon, Adfam, or family support meetings
- Talk to a counsellor or therapist who understands addiction
- Maintain your own friendships and social life
- Exercise, eat properly, and sleep enough
- Set aside time for activities that bring you joy
- Accept that you did not cause it, you cannot cure it, and you cannot control it

Family Support Resources

Adfam: 020 3817 9410 | adfam.org.uk

DrugFAM: 0300 888 3853 | drugfam.co.uk

Al-Anon UK: 0800 0086 811 | al-anonuk.org.uk

Family Recovery Plan

A Template for Your Own Healing Journey

Addiction is often called a family disease because its effects reach far beyond the person using. Family members develop their own patterns of anxiety, hypervigilance, people-pleasing, and emotional suppression. Even when your loved one enters recovery, these patterns do not disappear automatically.

This plan is for you. It is a structured way to begin your own healing, regardless of whether the person you love is in recovery or still using.

Part 1: Where I Am Now

Name:	
Date:	
My relationship to the person with addiction:	

How has their addiction affected me emotionally?

How has it affected me physically?

How has it affected my relationships with others?

What have I given up or neglected because of their addiction?

Part 2: What I Need

Recovery for family members means reclaiming the parts of your life that addiction has taken. Think about what you need, not what the person with addiction needs.

Emotionally, I need:

Practically, I need:

From my support network, I need:

Part 3: My Boundaries

Refer to the Setting Boundaries guide for detailed guidance. Summarise your key boundaries here.

Boundary 1:

Boundary 2:

Boundary 3:

Part 4: My Support Network

Support group or meeting I attend (or plan to attend):

Professional support (counsellor, therapist, GP):

Trusted friends or family I can talk to:

Part 5: My Weekly Self-Care Commitments

Choose at least three things you will do each week just for yourself.

1.	
2.	
3.	

Part 6: My Goals

This month:

In three months:

In six months:

Part 7: My Affirmation

Write a personal statement that reminds you of your worth and your right to heal. Read it daily.

Family Support Resources:

Adfam: 020 3817 9410 | DrugFAM: 0300 888 3853 | Al-Anon UK: 0800 0086 811

UK Helplines:

Samaritans: 116 123 | FRANK: 0300 123 6600 | NA UK: 0300 999 1212 | SHOUT: Text 85258

These resources are provided as self-help tools and do not constitute medical advice. The Twelve Steps mentioned are paraphrased in our own words. Stepwise Recovery is not affiliated with any Twelve Step fellowship.

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The Stepwise Recovery Guides

Substance-specific recovery guides written by people who've recovered — for cocaine, ketamine, families, young people, and children. Free preview chapters, no email required, at stepwiserecovery.com/guides

Our 1-in-10 Pledge

For every ten guides sold, we donate one to someone who can't afford it — through treatment centres and prison recovery programmes.

Need help right now?

Samaritans: 116 123 (free, 24 hours) · FRANK: 0300 123 6600

Narcotics Anonymous UK: 0300 999 1212 · SHOUT: text 85258

Childline (under 19s): 0800 1111 · Nacoda: 0800 358 3456