



CERTIFIED RECOVERY SPECIALIST SUPERVISOR
CONTENT OUTLINE
FINAL | JANUARY 2021

RECOVERY SPECIALIST DEVELOPMENT

1. Understand the history of the recovery movement and the development of recovery support services.
2. Understand and delineate the role, duties, and scope of practice of a recovery specialist.
3. Prioritize the use of recovery specialists in roles that focus on their strengths and value of their work.
4. Understand and utilize the value of lived-experience and self-disclosure.
5. Understand and support the philosophy of recovery-oriented systems of care.
6. Understand and promote the use of recovery-oriented language.
7. Support concepts of self-efficacy and empowerment.
8. Support person-centered recovery planning including personal choice, pathways to recovery, and self-direction.
9. Identify and utilize strength-based recovery approaches (recovery capital, natural supports, and inclusion of family, friends, and allies, etc.).
10. Recognize and address the impact of systemic discrimination, stigma and shame experienced by the recovery specialist and those they serve.
11. Understand the importance of advocating for the recovery specialist.
12. Support individual choice regarding the use of medication assisted treatment/recovery.
13. Understand that recovery support services are non-linear occurring at any stage of recovery.
14. Create a safe environment for non-judgmental, constructive feedback and professional growth.
15. Provide positive reinforcement for professional growth and development.
16. Collaborate with the recovery specialist to identify their strengths and opportunities for professional growth, develop a plan, and document progress.
17. Understand the types of supervision and their uses (administrative, educative, and supportive).
18. Maintain the integrity of recovery support services supervision and recognize the balance between supervision competences and administrative compliance.
19. Provide regular, uninterrupted supervision focused on the needs of the recovery specialist.
20. Monitor and develop the practices and skills of recovery specialists while working with individuals.
21. Identify expectations and evaluate job performance with the recovery specialist.
22. Provide ongoing training opportunities to recovery specialists.
23. Promote professional development and advancement.
24. Apply current recovery specialist practices that improve the quality of services.
25. Review and instruct recovery specialist on documentation best practices.

ADVOCACY AND SYSTEM NAVIGATION

1. Advocate for recovery-oriented systems of care.
2. Advocate for appropriate caseloads for recovery specialists.
3. Advocate for recovery specialist inclusion in organizational policy development and implementation.
4. Facilitate and assist finding, sharing, and maintaining community resource information.
5. Assist recovery specialists in developing referral relationships.
6. Assist recovery specialists to advocate for the individual receiving services.
7. Understand policies, regulations, and laws that impact access to care.
8. Assist recovery specialists in understanding the behavioral health system and its relationship to various systems.
9. Explain the role and participation with various systems to the recovery specialist.
10. Assist recovery specialists in collaborating with community partners.
11. Explain the various treatment services and options to the recovery specialist.

ORGANIZATIONAL PRACTICES

1. Explain organization information including human resource policies, documentation and record keeping, contractual and regulatory policies, funding resources, and organizational policies and procedures to the recovery specialist.
2. Include existing recovery specialists in the hiring process and organizational policy development.
3. Explain all relevant laws and the application of those laws to recovery specialists (42 CFR Part 2, HIPAA, mandatory reporting, fraud, etc.).
4. Monitor relevant service obligations specific to contracts/conditions provided by funders.
5. Support, advise, and develop policies for recovery specialists that require special accommodations.
6. Understand the importance of safety in various environments.
7. Understand limitations and boundaries of safety.
8. Identify risks and safety in various settings.
9. Advocate for safety protocols, policies, training and plans for the organization, recovery specialists, and individuals served.
10. Manage commitment to one's own organization's mission while advocating for the safety of self and others.
11. Learn strategies to de-escalate potential conflict.
12. Identify emergency or crisis situations and facilitate access to appropriate resources.
13. Communicate during escalation and de-escalation of potential crisis situations in relationship to organization policy.
14. Knowledge of crisis management plans.
15. Understand internal and external factors that affect time management.
16. Identify and practice ways to cope with personal and community stressors.
17. Promote one's own health and well-being.
18. Understand and communicate the importance of self-advocacy.
19. Understand trauma-informed care, resiliency, social/health care equity and apply that knowledge to supervision practices, recovery support services, and administration.
20. Recognize the consequences of trauma on individuals, families, communities, and its impact on social determinants of health.

21. Recognize the consequences of institutional and societal trauma and its impact on social determinants of health.
22. Assist recovery specialists to develop trauma-informed skills.
23. Promote trauma awareness among recovery specialists and the system(s) in which they work.
24. Understand and address the effects of vicarious trauma.

ETHICAL RESPONSIBILITY AND PROFESSIONALISM

1. Conduct self in an ethical manner by adhering to codes of ethics and standards of practice.
2. Understand the limits of one's own education, training, experience, lived experience, and scope of practice.
3. Maintain confidentiality regarding information received during the supervision of recovery support services.
4. Adhere to confidentiality and privacy rights in accordance with employer and legal reporting requirements.
5. Identify one's strengths and challenges to enhance personal wellness.
6. Engage in continuing professional development relative to recovery support services and supervision.
7. Understand the scope and boundaries of the role of the recovery specialist within an organization.
8. Maintain boundaries that balance professional and personal relationships.
9. Understand the difference between clinical and non-clinical boundaries.
10. Model healthy boundaries.
11. Develop written policies regarding recovery specialists' ethics and boundaries.
12. Recognize that boundary issues are ethical violations.
13. Understand the difference between personal recovery and the professional role.
14. Show openness and respect for recovery pathways.
15. Understand personal and cultural biases and challenges.
16. Understand issues related to accessibility, discrimination, abuse, neglect, and criminal activity that may be reportable or mandatory under law and/or regulation.
17. Address ethical issues as they relate to legal and social challenges facing individuals and communities.
18. Adhere to requirements set by state or federal governments, and/or employing organization.
19. Advocate for supervision, training, continuing education, networking, and other resources for professional development and lifelong learning for self and colleagues.
20. Engage in supervision to maintain the integrity of recovery support services provided.
21. Understand the importance of documentation.
22. Utilize a model of ethical decision-making that includes collaboration between recovery specialists and supervisors.
23. Acknowledge and accept the responsibility to report unethical conduct to the appropriate credentialing board.
24. Assist recovery specialists in maintaining their scope of practice.
25. Assist recovery specialists in understanding the ethical obligations of other professionals.
26. Educate recovery specialists on how personal conduct impacts professional identity (social media use, community involvement, encountering individuals who receive services outside the organization, etc.).
27. Understand the obligation to monitor and support self-care of the recovery specialist.
28. Promote, support, and respect recovery specialist self-care and wellness related to job performance.

29. Assist recovery specialists in developing an individualized self-care plan.
30. Articulate objective feedback regarding ethical decision-making and boundaries.
31. Awareness of personal/organizational biases.
32. Maintain and promote own self-care and wellness.