

THE RECOVERY DESK

PREMIUM GUIDED WORKBOOK

Returning to Work in Recovery

A practical workbook for routines, privacy decisions, support, and manageable workdays.

Five topic-specific chapters, worked examples, guided exercises, reusable planning pages and source notes.

PRACTICAL TOOLS FOR RECOVERY

Educational resource • Choose what fits • Seek professional support when needed

START HERE

How to use this resource

Choose one page that matches your circumstances. You can skip questions, take breaks, work privately, or invite a trusted support person. These exercises are for education and planning; they cannot diagnose, provide individualized treatment, or guarantee an outcome.

BEFORE YOU BEGIN

If there is an immediate medical or personal safety emergency, contact emergency services (911 in Canada). For suicide-crisis support in Canada, call or text 988. Withdrawal from some substances can require urgent medical care; ask a qualified professional rather than using a workbook to decide what is safe.

YOUR CHOICES

You may change your mind about an exercise, leave a question blank, and ask for assistance. Sharing personal experiences is optional; confidentiality cannot be guaranteed in group or shared living settings.

MAKE THE RESULT USABLE

At the end of each chapter, keep one specific next step: who, what, where, when, and your backup if the preferred option is unavailable.

CHAPTER 1 / 5

Define your realistic starting point

Work readiness depends on health, responsibilities, job conditions, transport, and available supports. Consider what hours and tasks are realistic right now. You do not need to describe your recovery history to every colleague; get jurisdiction-specific advice if you have questions about accommodations or legal rights.

FICTIONAL EXAMPLE

Kai wants full-time hours but notices late shifts interrupt medical appointments. Kai explores a schedule that permits follow-up without disclosing more personal information than necessary.

GUIDED REFLECTION

1. Which work conditions support your functioning?
2. What appointment or home responsibility must fit around work?
3. What workplace question needs advice from an appropriate professional?

YOUR PRACTICAL NEXT STEP

Make a realistic start / stretch / not-now chart.

WORK IT THROUGH

Define your realistic starting point

Keep answers specific to your circumstances. Write a few words, draw a plan, or discuss the prompts with a trusted person. You do not need to fill every line.

1 Which work conditions support your functioning?

2 What appointment or home responsibility must fit around work?

3 What workplace question needs advice from an appropriate professional?

PRACTICE / TAKE-HOME ACTION

Make a realistic start / stretch / not-now chart.

My next action, who can help, and when I will review it

CHAPTER 2 / 5

Build a commute-to-home routine

Workdays include transitions before and after a shift. Map meals, transportation, fatigue, predictable stress, and the first 30 minutes after work. Choose practical supports rather than expecting motivation alone to carry the day.

FICTIONAL EXAMPLE

Nora often feels restless after a demanding shift. Nora schedules a snack, direct route home, and a short phone call before deciding how to spend the evening.

GUIDED REFLECTION

1. Which point in your workday feels most vulnerable?
2. What food, rest, transport, or connection can you prepare?
3. What would be a manageable after-work activity?

YOUR PRACTICAL NEXT STEP

Design a simple before / during / after shift routine.