

# Overview



## NH Governor's Recovery Friendly Workplace (RFW)

The mission of the NH Governor's Recovery Friendly Workplace (RFW) Initiative is to promote individual wellness by creating work environments that further mental and physical well-being of employees; proactively preventing substance misuse and supporting recovery from substance use disorders in the workplace and community.

## Background

- Substance misuse costs the State of NH \$2.36 billion annually. These costs are related to the loss of productivity of individuals and businesses, as well as criminal justice, health care, and other related costs. (PolEcon Research, 2017)
- There are an estimated 60,000 Granite Staters in recovery from addiction. People in recovery are our employees, our customers, our friends, and our family members.
- Prevention, treatment, and recovery supports and services save lives and save resources.
- Launched in 2018 and led by Governor Sununu, the Recovery Friendly Workplace initiative encourages healthy and safe working environments where employers, employees, and communities can collaborate to create positive change, eliminate stigma, and support recovery.

## Benefits of Participation

- **GET CONNECTED** to substance misuse and behavioral health information, resources, trainings, and services to meet the needs of businesses and organizations of all sizes and levels of readiness.
- **RECEIVE SUPPORT** from Regional Public Health Networks, Recovery Support Organizations, and Recovery Friendly Advisors to provide assistance with additional, customized workplace policy, training, or education related resources.
- **RETAIN** a healthier, more productive, and more motivated workforce through the delivery of evidence-based health and safety programs, policies, and practices.
- **RECEIVE DESIGNATION** as a Recovery Friendly Workplace by Governor Sununu. By joining this initiative, you will send a strong message to current and potential employees about the positive culture of your workplace.

## Learn More

- **VISIT [RECOVERYFRIENDLYWORKPLACE.COM](https://www.recoveryfriendlyworkplace.com)** to learn more about becoming a Recovery Friendly Workplace. Submit a Letter of Interest to get started and check back frequently for the latest resources and toolkit materials to support your workplace.

# Organizational Chart



NH Governor's Office

Program Director

Advisory Council

Assistant Director & Multi-State Liaison

Recovery Friendly Advisor

Recovery Friendly Advisor

Recovery Friendly Advisor

Recovery Friendly Advisor

Workplaces

13 Public Health Networks

Recovery Organizations

# Checklist



## NH Governor's Recovery Friendly Workplace (RFW)

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## Recovery Friendly Workplace Checklist

### Initial Required Components

- Submit letter of interest to learn more about the Recovery Friendly Workplace (RFW) Initiative.

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- Ensure senior management and human resources personnel receive official RFW orientation.

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- Make a written declaration to employees stating workplace's commitment to RFW principles and its participation in this initiative.  
SAMPLE: "ABC Company is committed to creating a healthy, safe, and stigma-free work environment through our participation in the NH Governor's Recovery Friendly Workplace (RFW) Initiative. RFWs encourage environments where employers, employees, and communities can collaborate to create positive change and eliminate barriers for those impacted by addiction. In order to achieve a high level of employee health, safety, and productivity, we invite and encourage all employees to reach out for help and support."

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- Receive RFW designation by Governor Sununu.

### Additional Required Components - (to be completed within one year of RFW designation)

- Provide employees with information and resources to promote health, well-being, and recovery for themselves and their family members.

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- Establish connection with local recovery support organizations as a resource for employees.

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- Ensure supervisors and employees receive education on existing alcohol, tobacco, and other drug policies (ATOD) upon hire and on an annual basis thereafter.

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- Ensure supervisors and employees receive annual training and education on substance misuse, behavioral health, and addiction.

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- Complete and submit RFW checklist and application with assistance from the Recovery Friendly Advisor (RFA).

### OPTIONAL Components

- Develop RFW Task Force or incorporate RFW focus into an existing health, wellness, or safety committee.

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- Participate in one community-based prevention or recovery focused activity annually.

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- Work with RFA to determine additional, customized workplace policy and/or training related needs.



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## Frequently Asked Questions (FAQs)

### What is a Recovery Friendly Workplace?

A Recovery Friendly Workplace (RFW) is a business that chooses to go above and beyond for its employees by creating a workplace culture that supports people in recovery from Substance Use Disorder (SUD), as well as all those impacted by substance misuse.

### How much does it cost to become a Recovery Friendly Workplace?

There is no cost for a business or organization to become a designated RFW. The resources and assistance provided by the Regional Public Health Networks (RPHNs), Recovery Organizations, and Recovery Friendly Advisors (RFAs) are provided at no-cost. Services will include support and guidance throughout the entire process.

### How long does it take to get designated by the Governor?

Businesses and organizations will receive the RFW designation after completing the first three items on the Checklist.

### What is the Checklist?

The Checklist was created to provide a simple, straightforward process for businesses of all sizes to become designated as Recovery Friendly. It includes a list of required components that must be completed initially and within a one-year timeframe. In addition, the Checklist includes other optional steps that are recommended, but not required.

### What is a Recovery Friendly Advisor?

Recovery Friendly Advisors (RFAs) are full-time employees of the RFW Initiative, whose role is to be a resource to businesses and organizations that wish to become designated as Recovery Friendly.

### What does "Recovery Friendly" mean?

When a Recovery Friendly environment is created, people in recovery and those impacted by SUDs can thrive. A Recovery Friendly Workplace shines a light on employee health, wellness, and safety, and demonstrates commitment to reducing the stigma often associated with addiction.

### What are the benefits of becoming a Recovery Friendly Workplace?

There are over 60,000 people in recovery in NH. By becoming a Recovery Friendly Workplace, you are supporting your employees and creating a healthier environment for them, but also showing customers and community members that your business is a proactive, valued community partner. In addition, workplaces that implement evidence-based health and safety policies and programs recruit and retain a healthier, more productive, and more motivated workforce.

### What is the Advisory Council?

The Advisory Council is a group of diverse business leaders and content experts who have helped shape this initiative and continue to provide guidance and support to promote Recovery Friendly Workplaces.

### What additional resources are available?

Workplaces of all sizes and readiness levels will benefit from participation in this initiative. Resources will be customized to meet the diverse needs of NH workplaces. Resources will include toolkits, materials, trainings, and support for supervisors and employees. RFW staff will ensure workplaces are well connected to the most current prevention, treatment, and recovery related resources to best support their employees. Visit [recoveryfriendlyworkplace.com](http://recoveryfriendlyworkplace.com) for all of the latest information.

# Resources



## NH Governor's Recovery Friendly Workplace (RFW)

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## Resources for Workplaces



### Recovery Friendly Workplace (RFW) Initiative:

[recoveryfriendlyworkplace.com](http://recoveryfriendlyworkplace.com)

Shannon Bresaw, MSW, Program Director

[shannon@recoveryfriendlyworkplace.com](mailto:shannon@recoveryfriendlyworkplace.com)

603-224-2595 x228



### General Information & Referral:

Call: 2-1-1

[211nh.org](http://211nh.org)



### Treatment Resources:

Call: 2-1-1

[thedoortway.nh.gov](http://thedoortway.nh.gov)



### Recovery Resources:

[nhrecoveryhub.org](http://nhrecoveryhub.org)



### Prevention Resources:

[dhhs.nh.gov/dcbcs/bdas/prevention.htm](http://dhhs.nh.gov/dcbcs/bdas/prevention.htm)