



The Plan's Objective:

To get partner into a program where she will have a sustainable outcome of being healthy and effectively managing her substance addictions.

The Plan

What	When	Who	Status
Find a substance abuse professional to help you	12/1	CEO	complete
Review treatment options and select the one that sound the best given what is known	12/2	CEO	complete
Design the intervention meeting agenda	12/7	CEO and SA professional	complete
Ensure that all needed talking points have been identified and built into the agenda.	12/8	CEO and SA professional	complete
Study the substance, its impact, and understand the implications completely	12/20	CEO and SA professional	complete
Appoint a person to be the liaison between you and all participants – your assistant	1/15	CEO	complete
Determine who should be part of the intervention	1/15	CEO and SA professional	complete
Pick the date, time, and location and let everybody know.	1/16	CEO and SA professional	complete
Share information about the situation with all participants	1/22	CEO and Liaison	pending
Select a meeting facilitator who is quiet except when things get hot or off track	1/22	CEO and SA professional	pending
Rehearse the intervention	2/4	Team, SA professional, facilitator	In que
Anticipate her objections and have prepared counter points.	2/4	Team, SA professional, facilitator	In que
Pack what is needed for her direct transfer to the program facility	2/6	CEO	In que
Have the meeting	2/14	Team, SA professional, facilitator	In que
Transport her to the facility	2/14	CEO and SA professional	In que
Support her as much as possible	Ongoing	Team, SA professional, facilitator	In que