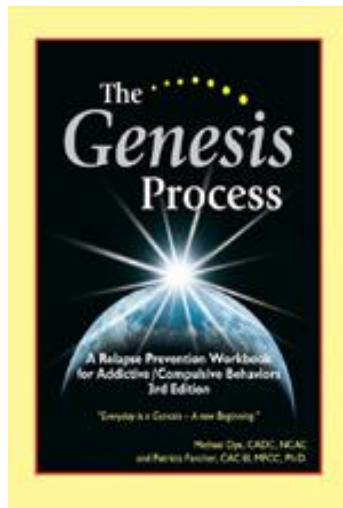


# Genesis Process

## Best Practices and Certification for Programs



By Dean Perry



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# Why Program Certification?

Many places have adopted the **Genesis Process** by Michael Dye as the core curriculum for relapse prevention, but few are using it efficiently in the counseling and program structure. **Genesis Program Certification** gives you the confidence that you are maximizing the impact of Genesis. The certification process uses measurements, assessments, documentation, consulting and training so that clients, staff and boards can have the confidence that they are maximizing the use of the Genesis within the program structure and staff competencies. Initial certification typically takes 12 – 18 months and offers the following benefits:

## **Standardized Measurement**

Management requires measurement, and the certification offers a way for programs to measure and manage the impact of Genesis within the program. These standards are based on the core principles and skill that make the Genesis Process effective and unique.

## **Maximize your Investment**

Genesis is a significant investment for any program. Certification will let you know if you are efficiently using your valuable resources of staff time, staff training and materials.

## **Program Assessment**

How do you know where to go with your program if you don't know where you are? Certification includes a full program assessment that will let you see the strengths and weaknesses of your current program.

## **Staff Training, Mentoring and Coaching**

On site visits for certification include a day of training for your team of staff and volunteers, individual coaching for your Genesis counselors, and mentoring for your program leadership.

## **Community Confidence**

Certified programs will be designated on the Genesis website, enhancing the reputation of your program and the confidence of your community in the service you are providing.

## **Saving Lives and Restoring Hope**

Most important of all, certification will assure that you are using Genesis fully to provide the best recovery possible to those who are looking for hope. You can have confidence that you are giving Jesus the best tools to bring his healing and grace to those seeking for real change.

## **Genesis Network Membership**

Certified programs are part of a network that provides leadership support, discounted trainings and materials.

Programs pursuing certification receive 5 complimentary copies of  
**Genesis Residential Recovery Manual, Vol. 1 and 2**

# The Certification Process

1. Free initial **phone consultation** to establish contract and goals
2. Initial program information **questionnaire**
3. Establishing a **calendar of targets and outcomes** for the process.
4. Monthly **conference call / video meetings** to review progress in meeting the requirements, and provide coaching for staff and resident leadership.
5. **On-site visits** (3 recommended) for observation, training, interview and assessment using:
  - a. Genesis Programs 'Best Practices' Checklist
  - b. Resident Survey
  - c. Staff Survey
  - d. Counselor evaluation
  - e. Interviews with leadership
  - f. Interviews with Residents
  - g. Individual critique of staff Genesis counseling sessions
  - h. Review of Genesis documentation
  - i. General Genesis training for all program and support staff
  - j. Optional Genesis Weekend Seminar for the community
6. Initial **written report** of your program's strengths and weaknesses, and recommendations for improvement.
7. Receive a **certificate** as a Genesis 'Best Practices' Program when all standards have been met. Certification is good for 2 years.

## Cost:

1. \$500 initial fee
2. \$1,000 per day on-site visit (3 day minimum. Multi-site programs may take another day)
3. Travel and accommodation expenses for on-site visit.
4. Monthly remote consulting fee, depending on package.

# Program Certification Targets and Measurements

## 3 Phases of program consulting for program certification

Phase 1 (P1): Program foundations and structure, staff training, client screening, phases up to start of Genesis counseling. Includes Visit #1.

Phase 2 (P2): Program phases, Genesis counseling, Genesis implementation in the program, Genesis in case management and discipline, up to graduation. (Includes Visit #2).

Phase 3 (P3): Transition and Aftercare program (includes optional Visit #3).

### Criteria:

| SAFE STAFF                      | Criteria   | Standard   | Measure by  |
|---------------------------------|--|--|---|
| <b>A. Genesis Program Staff</b> |  |  |   |
| P1                              | 1. Structure: Case Management time with clients  | Relationship and trust: 1/2 - 1 hour per week  | Job Descriptions, Org chart and Interview   |
| P1                              | 2. Skills: Core Conditions   | Be a safe staff; approachable.   | Survey of staff and clients, observation, interviews, p. 10 "Counselor Self-Eval", Number of secrets in the program |
| P2                              | 3. Skills: Codependency (Shielding vs. supporting)   | Healthy boundaries and clients solve own problems  | Survey of staff and clients, observation, interviews  |
| P1 – Teach<br>P2, P3 – Use      | 4. Skills: Use of Life Management tools: (DB, FASTER, Stress Scale, REACH, Anger Log, Conflict Resolution) | Understand and use appropriately and competently in regular case management and counseling               | Survey of staff and clients, observation, and examples.   |
| P1 – Teach<br>P2, P3 – Use      | 5. Skills: Use of Grace Intervention tools (SDW, Problem Behavior, Relapse Repair, Last Chance)            | Understand and use Genesis tools appropriately and competently in regular case management and counseling | Survey of staff and clients, observation, and examples.   |

|                              |  |   |  |
|------------------------------|--|---|--|
| P1 – Teach<br>P2, P3 – Use   | 6. Skills: Use of Inner healing tools (Protective Personality, Belief system, Road to the Wound) in real life and discipline | Understand and use tools appropriately to help residents ‘connect the dots’ between triggering behaviors and feelings and using Genesis tools for inner healing and turning problems to growth. | Survey of staff and clients, observation, and examples.                                |
| P1 – Teach<br>P2 – Use       | 7. Skills: Self-Discovery questions  | Quality questions to help clients come up with individualized answers   | Observation, interview, and doc review. Ask team for examples during conference calls. |
| P3                           | 8. Skills: Integration of Genesis after counseling   | Continued use of support and recovery plan, accountability, (GP9)   | Observation (groups?), and doc review and interview                                    |
| <b>B. Genesis Counselors</b> |  |   |  |
| P1                           | 1. Structure: Start of Genesis Process   | Client should be sober for at least 90 – 120 days, stable, and outside support  | Interview  |
| P1                           | 2. Structure: Book Ownership   | Clients have their own Genesis book and use it as a personal journal of recovery  |  |
| P1                           | 3. Structure: Individual and group use   | Individual for at least processes 2, 3, and 5.  | Documentation, interview and assessment  |
| P2                           | 4. Structure: Time allotted per session  | 45 minutes – 1.5 hours  | Interview and survey   |
| P3                           | 5. Structure: Time to get residents through the processes  | 20 – 25 sessions  | Interview and Doc review   |
| P3                           | 6. Skills: Efficiency of session   | Counselor driven vs. client   | Number of weeks?<br>Observation  |
| P3                           | 7. Skills: Experiential Homework   | Individualized based on counseling session. Experiential and relational   | Observation, interview, and doc review. Share examples in conference calls             |

|                                      |  |   |   |
|--------------------------------------|--|---|---|
| P3                                   | 8. Structure: Genesis Buddy                            | Training and use of; accountability   | Interview and documentation                                       |
| P3                                   | 9. Skills: Certification                               | Minimum: supervisor is Certified Genesis Counselor  | Survey  |
| P3                                   | 10. Skills: Process Closure                            | Pray out, quality of cards and plan   | Doc review and interviews   |
| <b>C. Manager</b>                    | (Quality Assurance)                                    |   |   |
| P1                                   | 1. QA: groups and curriculums                          | Balance in each phase of spiritual, genesis, and 12 step  | Survey, observation, interview,                                   |
| P1                                   | 2. QA: statistics                                      | Retention, recidivism, recovery, outcomes   | Set up a system and show policy and procedure and sample          |
| P3                                   | 3. QA: Genesis   | Monitor the flow and quality of Genesis work  | Set up a system and show policy and procedure and sample          |
| P3                                   | 4. QA: discipline                                      | Monitor use of Genesis with disciplinary situations   | Set up a system and show policy and procedure and sample          |
| P3                                   | 5. Oversight: who runs the environment of the program? | Safe staff vs. clients ('Yard' mentality) No secrets and problems are dealt with.                           |   |
| <b>D. Other staff and volunteers</b> |  |   |   |
| P1                                   | 1. Work therapy integration                            | Communication with Genesis staff and coordination in work with clients                                      | Interview, observation, doc review. Update in Calls with examples |
| P2                                   | 2. Training and orientation time                       | Systematic way to get basics of philosophy of recovery, basic tools, and communications with recovery staff |   |

|                   |   |  |   |
|-------------------|---|--|---|
| P3                | 3. On the same page with Genesis staff                        | Trained in Genesis tools and philosophy  | Interview and observation. Update in calls with examples – how is the shelter staff using Genesis?  |
| <b>PROGRAM</b>    | <b>Criteria</b>   | <b>Standard</b>  | <b>Measure by</b>   |
| <b>E. Culture</b> |   |  |   |
| P1                | 1. Rules are about recovery rather than behavior modification | Rules to protect environment and teach Blue Dog living of wisdom and self-control. Choices made out of their true self and fear of punishment. | Doc review, behavior modification, interview  |
| P1                | 3. Client ownership of recovery                               | Clients know what's broke (miracle question), solve own problems with support and tools, have input and responsibility into the program)       | Interview, doc review   |
| P2                | 1. Language and tools used<br>4.                              | Discussion of FASTER scale, double binds, red dog, etc.  | Observation and survey  |
| P3                | 5. Discipline seen as growth opportunities                    | Clients embrace confrontation and 'failure' as a learning opportunity  | Observation and survey and interview. Share examples of clients self-embracing the tools for growth |
| <b>F. Intake</b>  |   |  |   |
| P1                | 1. Assessment of the 5 areas                                  | Application and screening interview  | Doc review and interview  |
| P1                | 2. Detox and Referral   | Places to send people to   | Interview   |
| P1                | 3. Treatment planning   | Targets for program  | Doc review and interview  |

|  |                           |  |   |
|--|---------------------------|--|---|
| P1                                       | Intro phase               | 4 weeks to assess willingness and ability  | Interview and program survey  |
| <b>G. Policy</b>                         |                           |  |   |
| P1                                       | 1. Relapse                | Growth opportunity vs. punishment. Relational follow-up, and referral  | Interview, doc review   |
| P1                                       | 2. Re-intake              | Individualized and relational  | Forms, procedure,   |
| P1                                       | 3. Substance control      | Random testing for D/A, policy for medicine distribution and types of medications allowed for recovery.            | Documentation   |
| <b>H. Structure</b>                      |                           |  |   |
| P1                                       | 1. Targeted phases        | Use of contracts, targets  | Documentation   |
| P1                                       | 2. Outside Support system | Safe churches, mentors, meetings and sponsors  | Interview and survey  |
| P1                                       | 3. Rewards                | Appropriate rewards and responsibilities given for hard work   | Doc review, interview   |
| P1: Process<br>P2: Genesis<br>P3: Alumni | 4. Groups                 | To process Genesis work and offer support for steps of recovery  | Observation, interview, survey. Share examples in calls from Process Group. |
| P1: MOA, GS<br>P2: GS<br>P3: Trans Prep  | 5. Classes                | Supportive Genesis classes in each phase to understanding and practical application                                |   |
| P3                                       | 6. Alumni Support         | Transition prep and aftercare that assures quality of following recovery plan                                      | Interview, survey, observation, doc review                                  |
| P3                                       | 7. Program Committee      | Committee made up of senior program residents to help with resident discipline and program re-entry after relapse. |   |



## **Program Documentation available with Consulting**

These sample documents are available in printed and electronic form for programs in a consulting agreement with Dean Perry Consulting LLC. Programs have permission to modify them as needed for their own use.

### **Program Management**

1. Program - Consulting Checklist
2. Program – Components
3. Program – Organizational Chart
4. Program - Outline
5. Program - Phase Targets
6. Program – Staff Meeting Planner
7. Program – Residents’ Progress Tracker
8. Program – Retention Statistics
9. Program – Sample Schedule
10. Program – Weekly Planner
11. Program – Relapse Article
12. Program – Certificate
13. Program - Outcomes
14. Staff - Case Manager Performance Standards
15. Staff – Hours Planner
16. Staff – Case Load Tracker
17. Staff – Hours Planner Intake Exam
18. Staff – Treatment Plan Example
19. Staff – Case Manager Training
20. Staff – Performance Evaluation
21. Staff – Intake Manager Job Description
22. Staff – Lead Case Manager Job Description
23. Staff – Case Manager Job Description
24. Staff – Transition Manager Job Description
25. Staff – Chaplain Job Description
26. Staff – Administrator Job Description
27. Staff – Disciplinary forms

### **Case Management**

1. Intake – Program Application
2. Intake – Reentry Questionnaire
3. Intake – Screening Interview
4. Intake – Degree of Treatability
5. Intake – Check-in Form
6. Intake – Applicant Authorizations
7. Intake – Initial Risk Assessment
8. Intake - Treatment Plan Example
9. Intake – Overview of Rules (sample)
10. Intake - Evaluation Phase Contract
11. Program – Case Manager Performance Standards
12. Program – Phase 1 Contract
13. Program – Phase 1 Evaluation Form
14. Program – Phase 2 Contract
15. Program – Phase 2 Evaluation Form
16. Program – Phase 3 Contract
17. Program – Phase 3 Evaluation Form
18. Program – Phase 4 Contract
19. Program – Phase 4 Evaluation Form
20. Program – Exit Plan
21. Program Weekly Assessment INSTRUCTIONS
22. Program Weekly Assessment
23. Aftercare – Transition Contract
24. Aftercare – Transition House Contract
25. Aftercare – Relapse Repair Contract
26. Forms – Electronics Release of Liability
27. Forms – Risk Agreement
28. Forms – Cell Phone Agreement
29. Forms – Program Buddy Contract

## About Dean Perry

**D**ean Perry, is an agent of change who brings a wealth of experience and wisdom to recovery centers in the USA and abroad. Using a diverse background of engineering, pastoral work, addictions counseling and program management, he has built successful recovery programs in a wide variety of settings that provide a unique blend of faith-based environment and evidenced based results.

After serving as a research engineer in the Air Force and then as a church pastor, he began working with the homeless and addicted in Portland, OR as a case manager and Genesis counselor at the Portland Rescue Mission. By integrating Genesis into the atmosphere of the whole program, PRM quickly saw tremendous success with recovery rates jumping to an average of 75%. In 2006 Dean accepted an invitation from the UK to build a full Genesis program for men, women and children. Within 6 months the retention rates improved to over 50%, and after 2 years recovery rates had soared from 10% to over 90%.

In 2008 Michael Dye, author of the Genesis Process, invited Dean to join him as a Genesis trainer and program consultant, specializing in residential program development. Using the lessons learned and materials developed from his successful experiences, he wrote the **Genesis Residential Program Manual Series** and the **Mystery of Addictive Behavior** recovery class as resources for recovery centers to use. While still working with Mike as a Genesis Associate, Dean personally designed and launched successful programs in Everett, WA and Las Vegas.

In 2017 he started Dean Perry Consulting LLC to empower recovery centers to become agents of change in their communities by maximizing the impact of the Genesis Process. He currently works full time as a consultant and trainer with program management and staff of new and existing programs.

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