



# Work Book



**Gwent  
N-gage**

Gwent N-Gage part of the Barod family



This booklet is designed for you to use with your case worker, to explore your substance use, the impact it may be having on your life and to help you to make any changes you may identify.

Your worker will go through substance harm reduction basics with you to increase your safety and they will help educate you about the facts of substance use.



talk to  
yourself like  
someone  
you love

Sarah | Gwent N-Gage

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# [ Diary ]

Recording your substance use accurately and honestly for a week can give you a good picture of your use. Try completing this diary over the next week. Include as much information you can as this can help you identify patterns in your use.

Day	Substance used	Feelings at the time
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

Shoot for the moon, if you miss, you'll land among the stars

Stacey | Gwent N-Gage



Be you,  
do you,  
for you

Rhi | Gwent N-Gage

## [ Useful tools ]

It can be helpful to think about the impact that your substance use may have had on different areas of your life using this before and after tool. You can provide a score of 1 to 10 (bad - good) for each area before use began and how you feel at the moment.

### Before & After Use - Worksheet

	Before use began	Currently
Physical health		
Emotional health		
Family		
Friendships		
Relationships		
Housing		
Education/ employment		
Money		
Exercise		
Crime		

[ My drug use ]

Client Name

Key worker

Date (dd.mm.yyyy)

Drug:

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Things that are **good** about using...

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Things that **aren't so good**...

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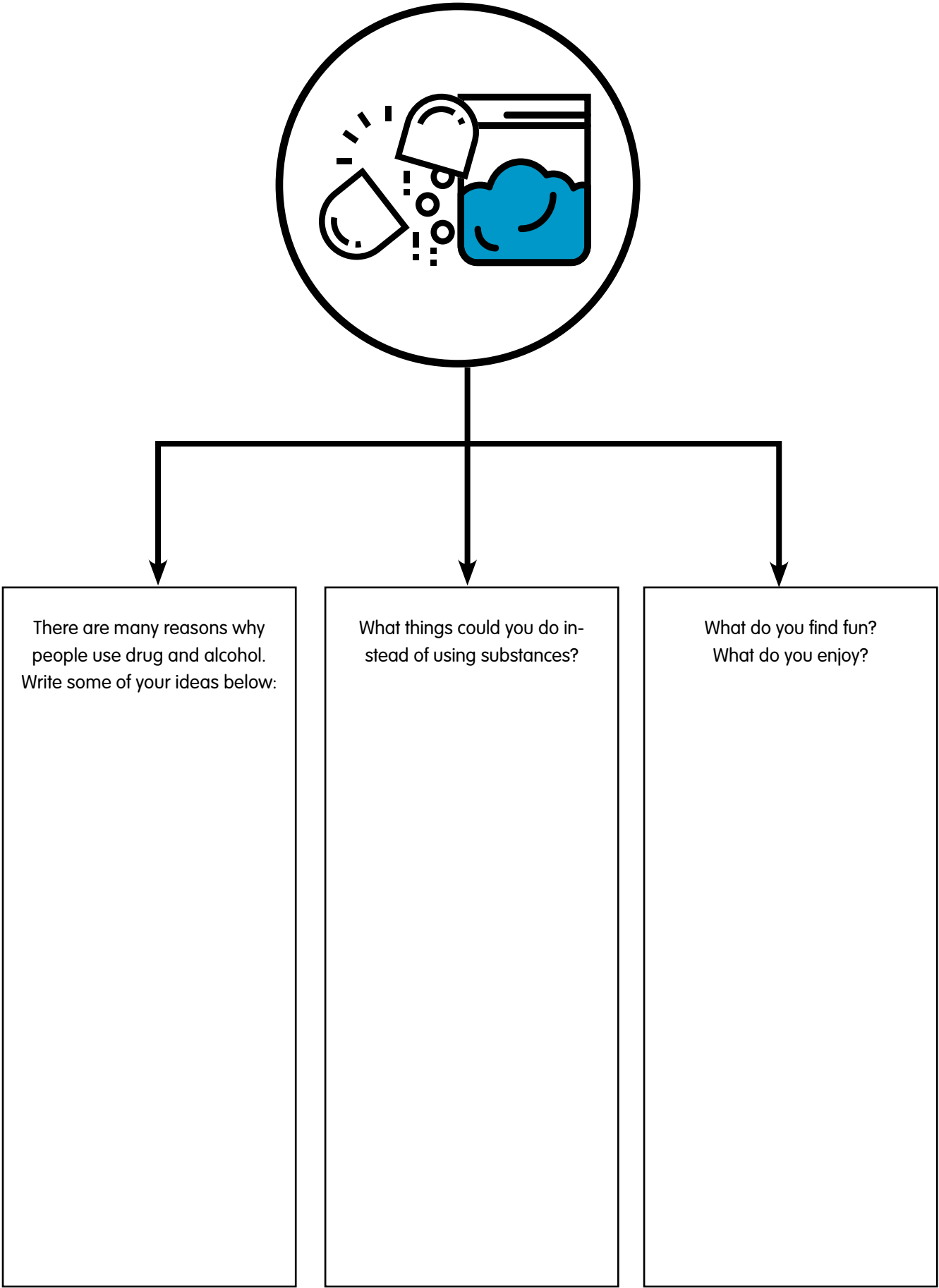
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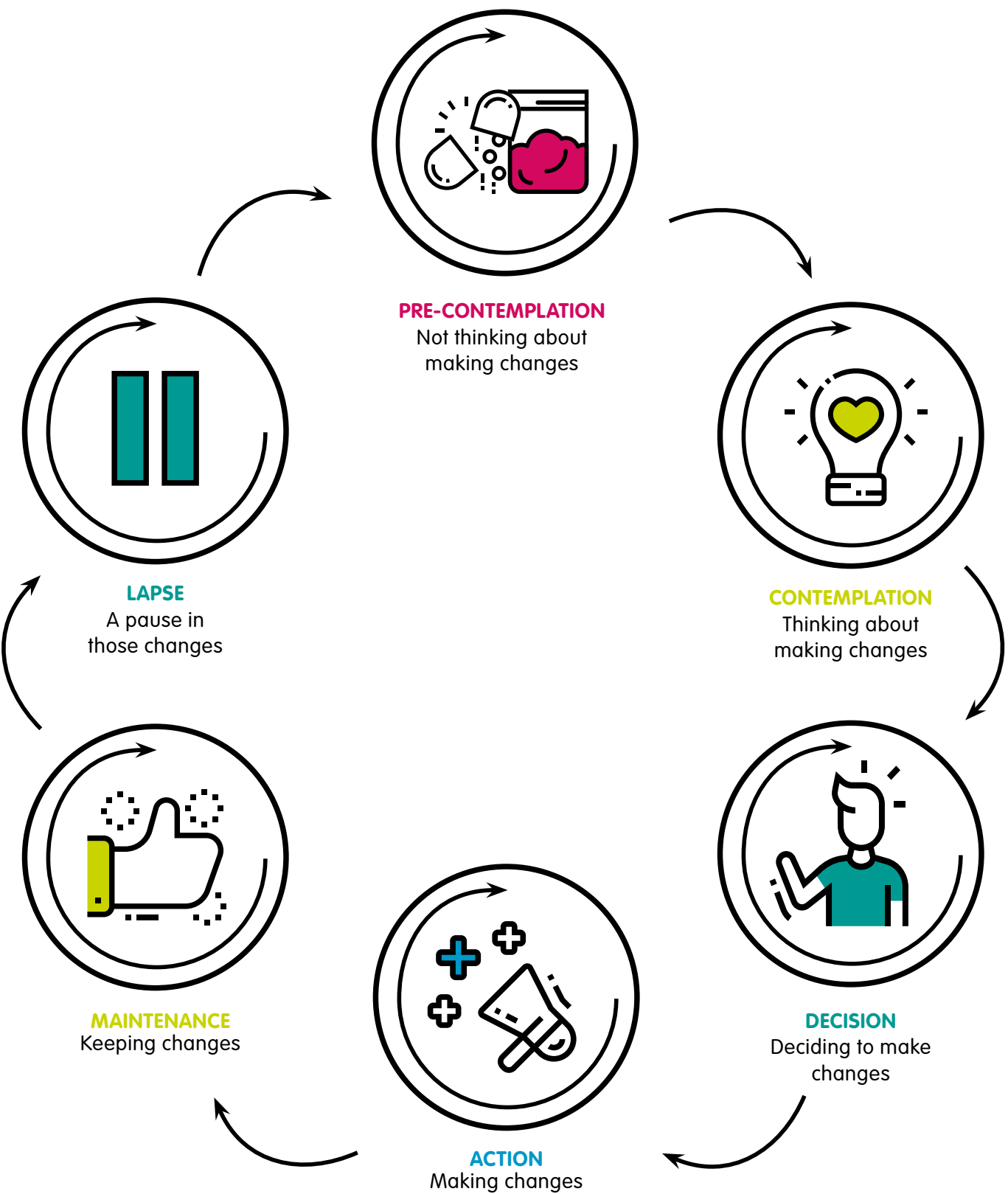
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[ Why do people use drugs & alcohol? ]



# [ Cycle of change ]

This model helps explain the stages people go through when making changes in their lives.



# [ What stage are you in? ]

What stage of the cycle are you in?

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What might motivate you to move on in the cycle?

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What needs to happen to help you move forward?

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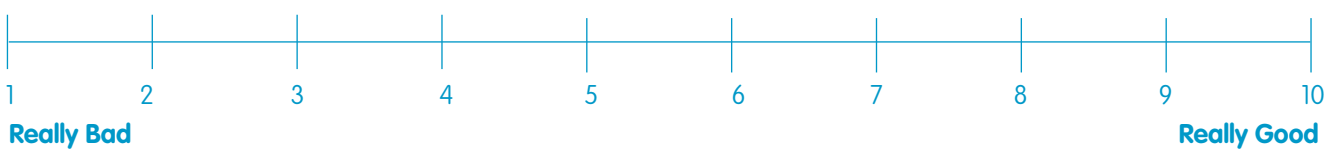
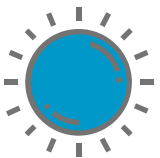
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[ Fill me in...]

When you wake up

How I feel upon waking today?



What are the specific thoughts in my head that have made me feel like this?

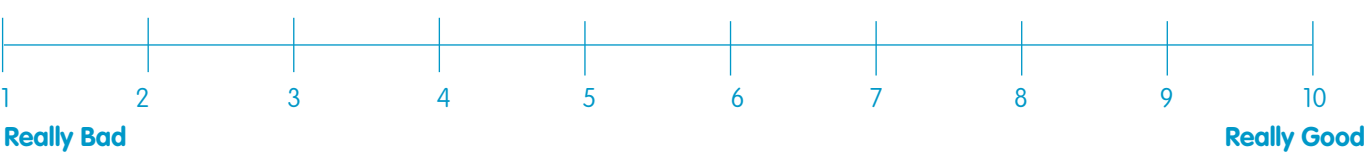
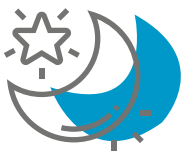
\_\_\_\_\_

How can I make today a good day?

\_\_\_\_\_

Fill me in before going to bed

How I feel going to bed today?



What has happened during the day to make me feel like this?

\_\_\_\_\_

How can I make tomorrow better?

\_\_\_\_\_



If you have good thoughts they will shine out of your face like sunbeams and you will always look lovely!

Roald Dahl

Hannah | Gwent N-Gage



# [ Thoughts, Feelings & Actions ]

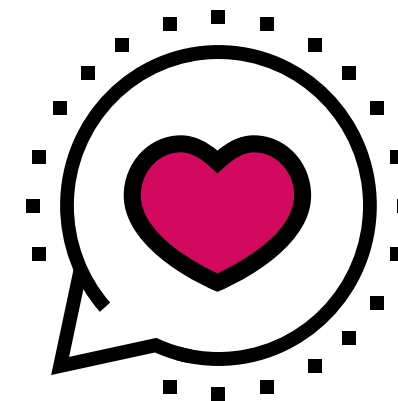
Everyone has problems, both big and small. To better solve your big problems, it helps to learn how your **thoughts**, **feelings** and **actions** are connected.

Imagine you have an upcoming test, and you think “**I’m going to fail**”. Because of this thought, you start to worry. You are so worried that you feel sick just thinking about the test. Because it’s so uncomfortable, you decide not to study.

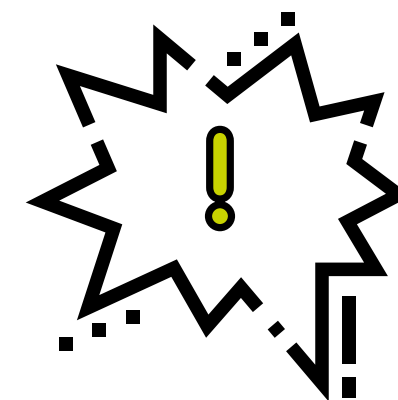
The thought (**I’m going to fail**) led to a feeling (**worry**), which led to an action (**not studying**). What might have changed if you had a different thought?



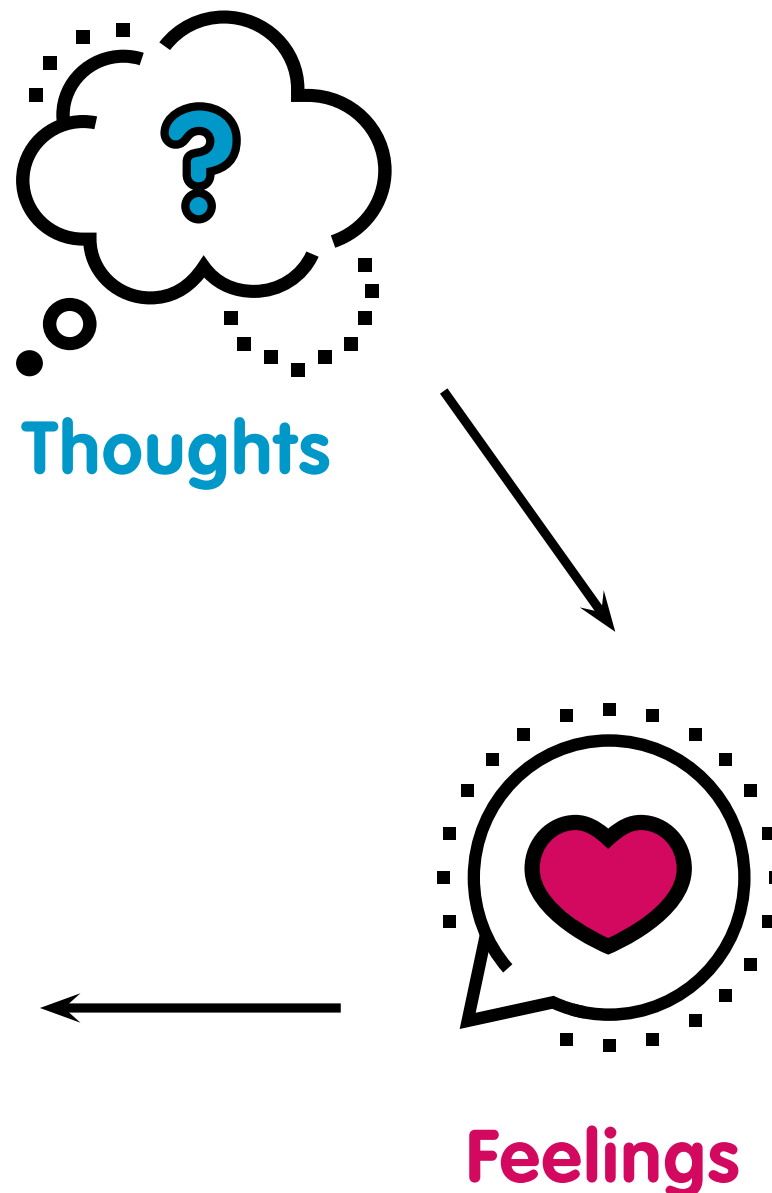
**Thoughts** are the words that run through your mind. They are the things you tell yourself about what’s going on around you. There are many different thoughts you could have about a single situation.



**Feelings** come and go as different things happen to you. You might feel happy, angry and sad all, in one day. Some feelings are uncomfortable, but they are not bad. Everyone has these feelings from time-to-time.



**Actions** are the things you do, or the way you behave. Your thoughts and feelings have a big impact on how you act. If you feel happy, you are likely to do nice things. But if you feel angry, you might want to act mean.



[ Thoughts, Feelings & Actions ]

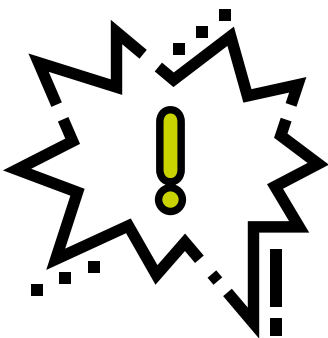
What Happened?

My friend Emma hasn't spoken to me as much as usual over the past week.



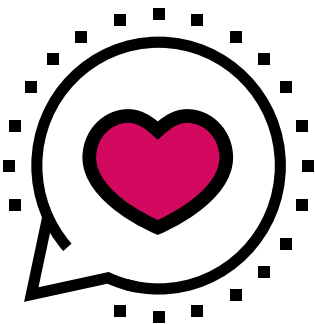
My Thoughts

I thought: "Emma hasn't talked to me much this week, she must be mad at me."



My Actions

Because I was upset I ignored Emma and avoided her at school.

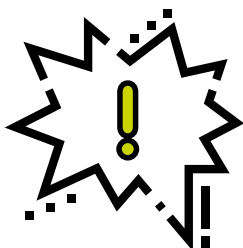
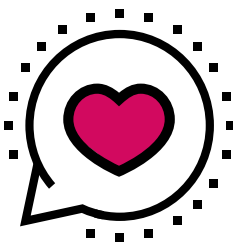


My Feelings

I felt sad and hurt.

[ New Thoughts, Feelings & Actions ]

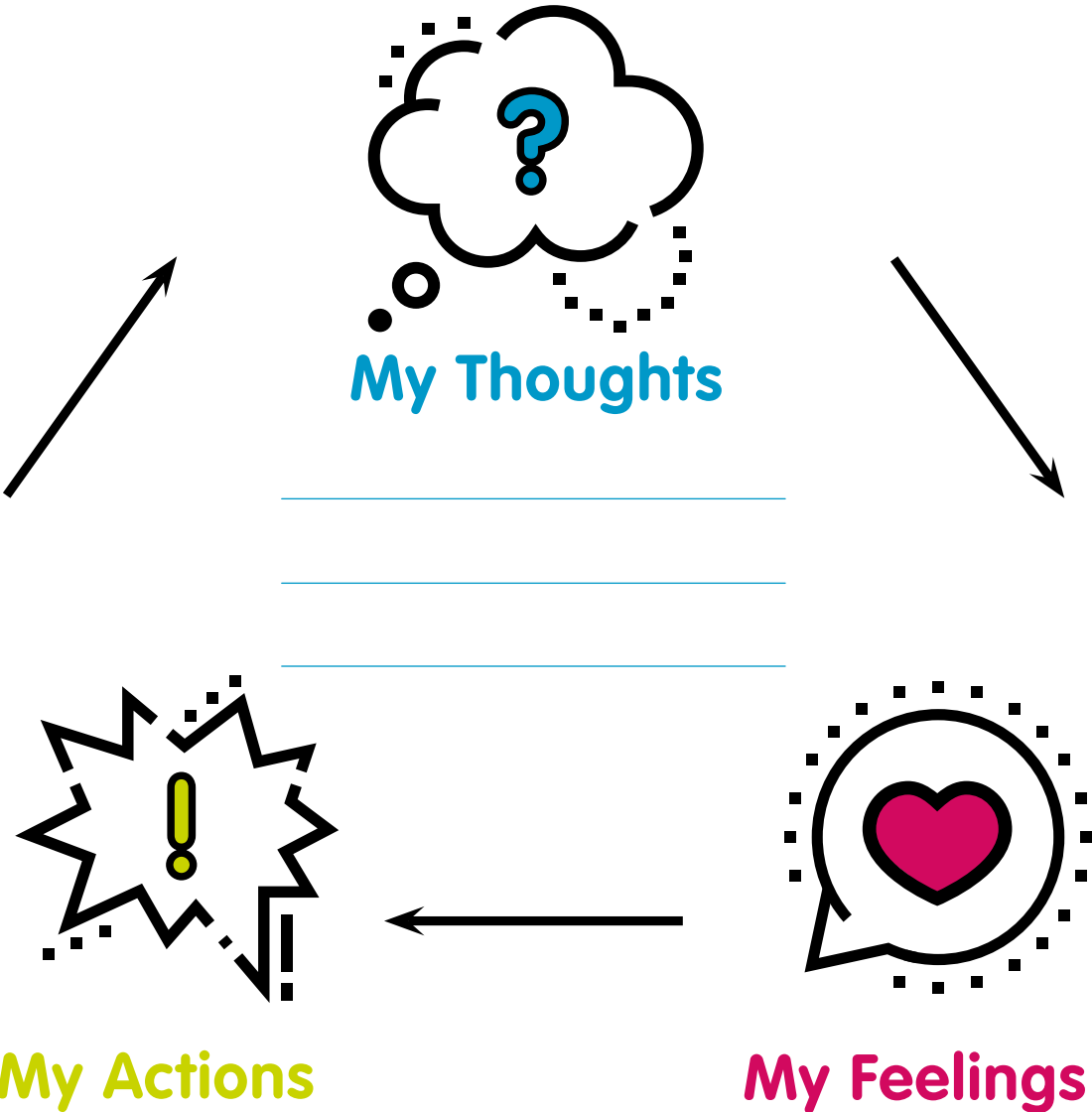
Just because you have a thought doesn't mean it's true. Your thoughts are guesses about why something happened, or about why something might happen. Coming up with new thoughts will help you see a situation differently.



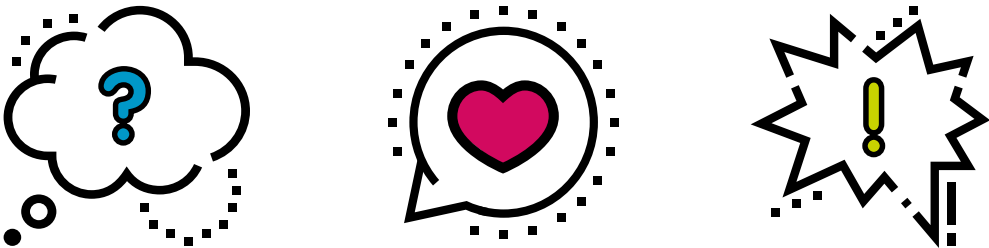
	New Thoughts	New Feelings	New Actions
1	"Emma might be upset with me, but maybe not. I don't know."	Concerned that Emma might be upset, but I'm not as sad as I was.	Ask Emma if she is mad at me, or if she has another problem.
2	"Emma has probably been busy with school or something else."	Disappointed I haven't talked to Emma, but understanding.	I'll stay friendly with Emma, as usual. I'll be sure to say "hi" anyway.
3	"Maybe Emma is upset about something unrelated to me."	Worried about how Emma is feeling.	Ask Emma what's going on, and if she needs help.

[ Thoughts, Feelings & Actions ]

What Happened?



[ New Thoughts, Feelings & Actions ]



	New Thoughts	New Feelings	New Actions
1			
2			
3			

No one  
is you and  
that is your  
superpower

Lowri | Gwent N-Gage

## [ On what belief is your house built? ]

People & things that protect you

List or draw what a "life worth living" would look like for you.

Way which you blow of steam

List all the things you are happy about, or want to feel happy about.

List or draw emotions you want to experience more often, more fully, or in a more healthy way.

Behaviours you are trying to gain control over...

Things you keep hidden from others

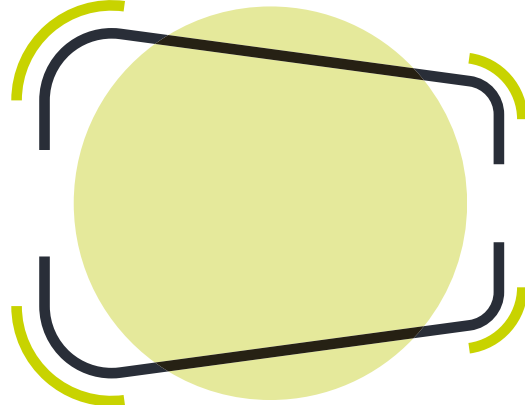
Or Areas of your life you want to change.

List things you are proud of and want other to see.

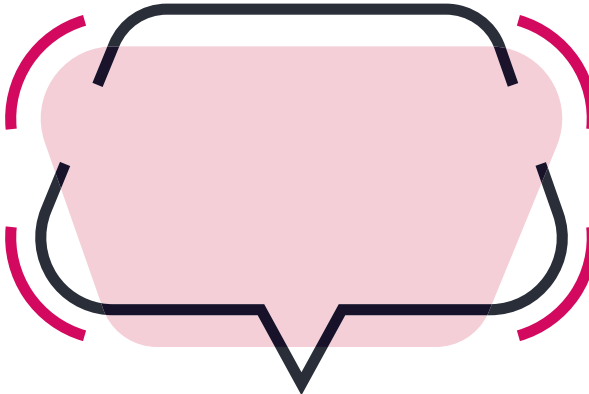
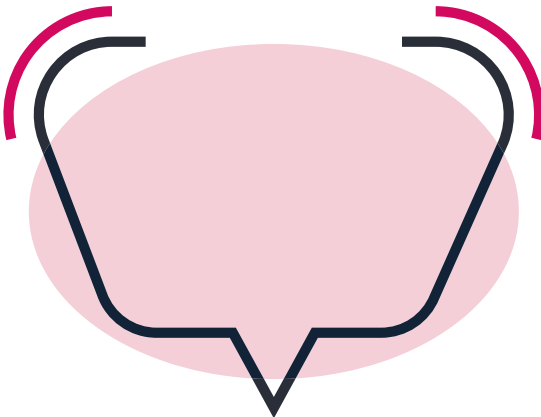
Values that govern your life

[ Imagine ]

Describe your perfect day  
What would you do if money was no object?



If you had a magic wand, how would your life look?



If you could go anywhere where would you go?



Comparison  
is the thief  
of joy

Rhiannon | Gwent N-Gage

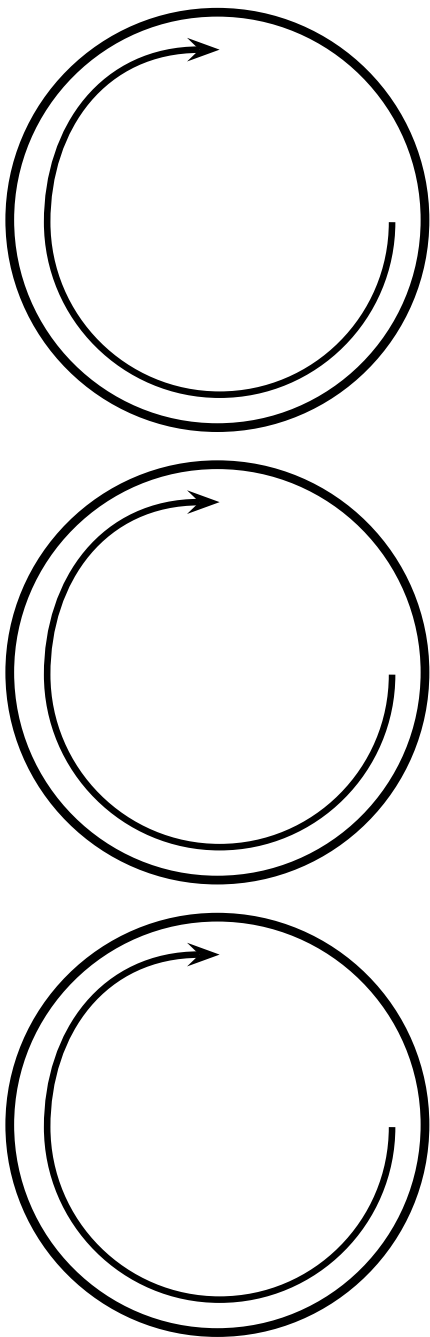


# [ Imagine ]

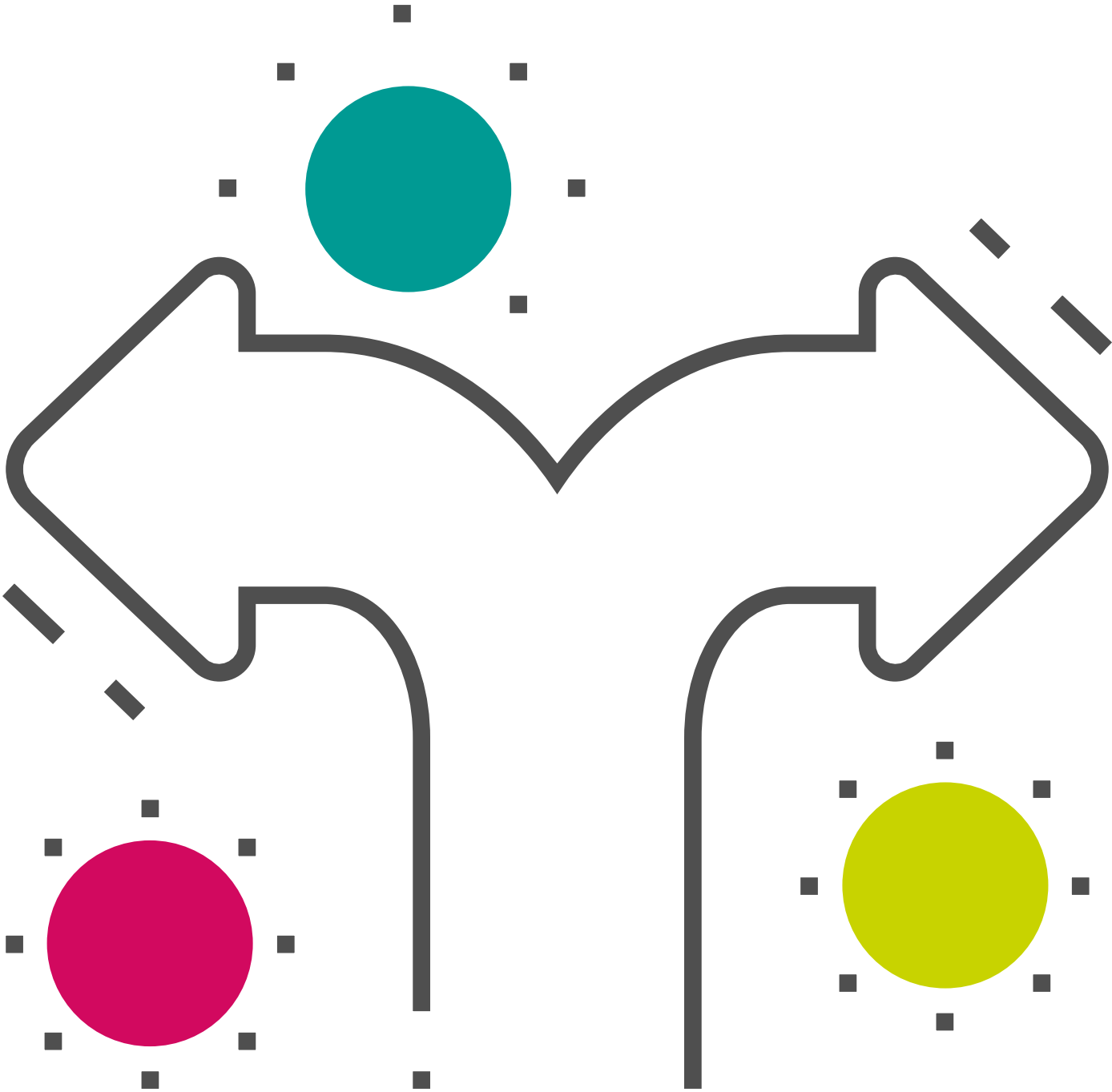
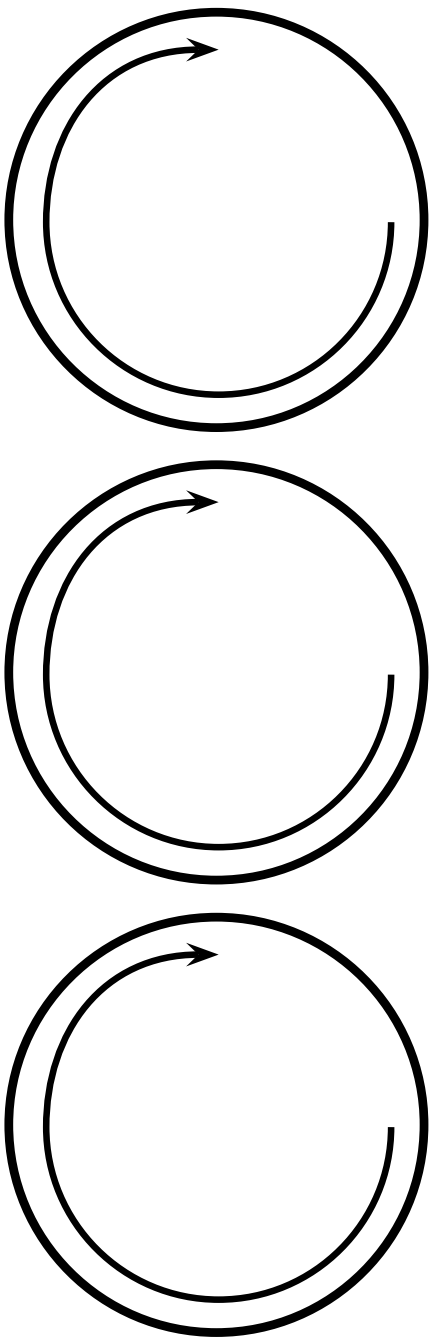
You have investigated your substance use and you may feel you would like to make some changes.

Imagine you are stood at a fork in the road. One direction is to carry on the way things are, the other road is if you make some positive changes. Imagine what may happen sixth months on if you take either path? You can be as dramatic as you like. Which path is more appealing?

## Things stay the same



## Positive Changes



[ The decisional balance ]

Continue as before	
Advantages	Disadvantages

Making a change to my use	
Advantages	Disadvantages

Be the  
change you  
wish to see  
in the world

Gandhi  
Joe | Gwent N-Gage



After every  
storm comes  
a rainbow

Becky | Gwent N-Gage

# [ Traffic Light System ]

Sometimes it can be hard to communicate how we feel, especially if we are having a bad day. Some people find simplifying things to a traffic light system is a good way to communicate to those around you how you are feeling without having to explain.

Use this worksheet to identify what a red/bad, amber/average and green/good day may look like for you. You can share it with your support circle and they can put in the support you need.

If things are really bad, it is important to ask for help – speak to a trusted adult, call 999 or go to a&e.

	Red	Amber	Green
How I Feel	e.g. like I want to use		
What I need	e.g. distraction		
How will we know things have improved?	e.g. the urge will pass		
Who can help?	e.g. friend via phone		

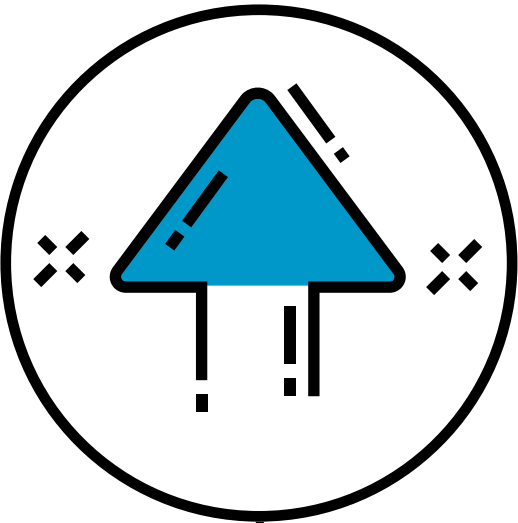
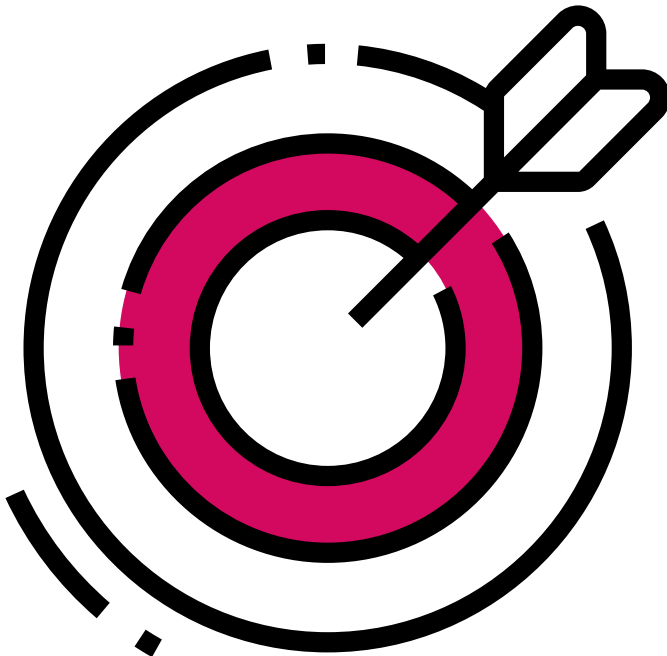
[ The basics of motivation ]

Choosing your target

What are three changes you would consider working on over the next few weeks?



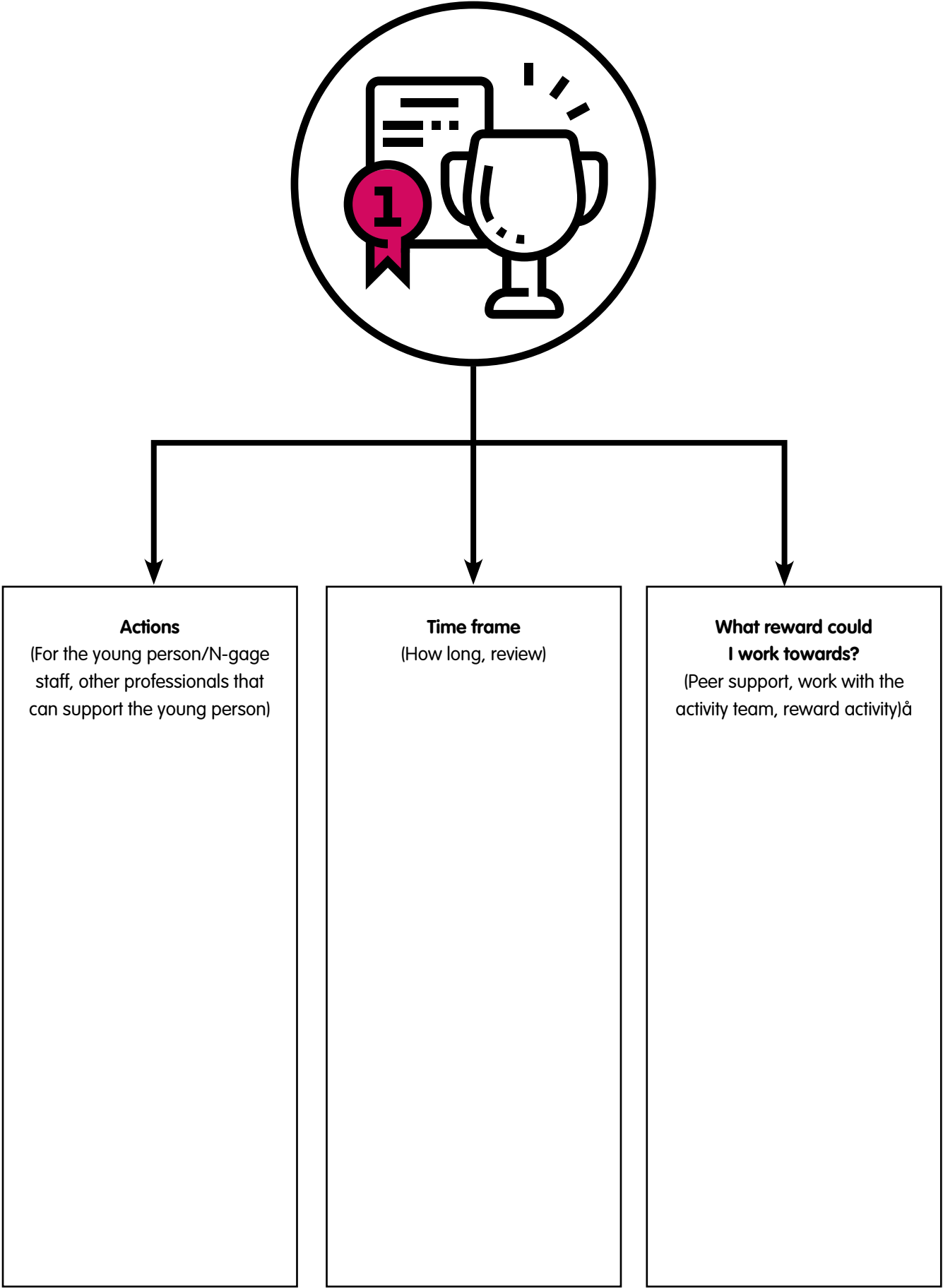
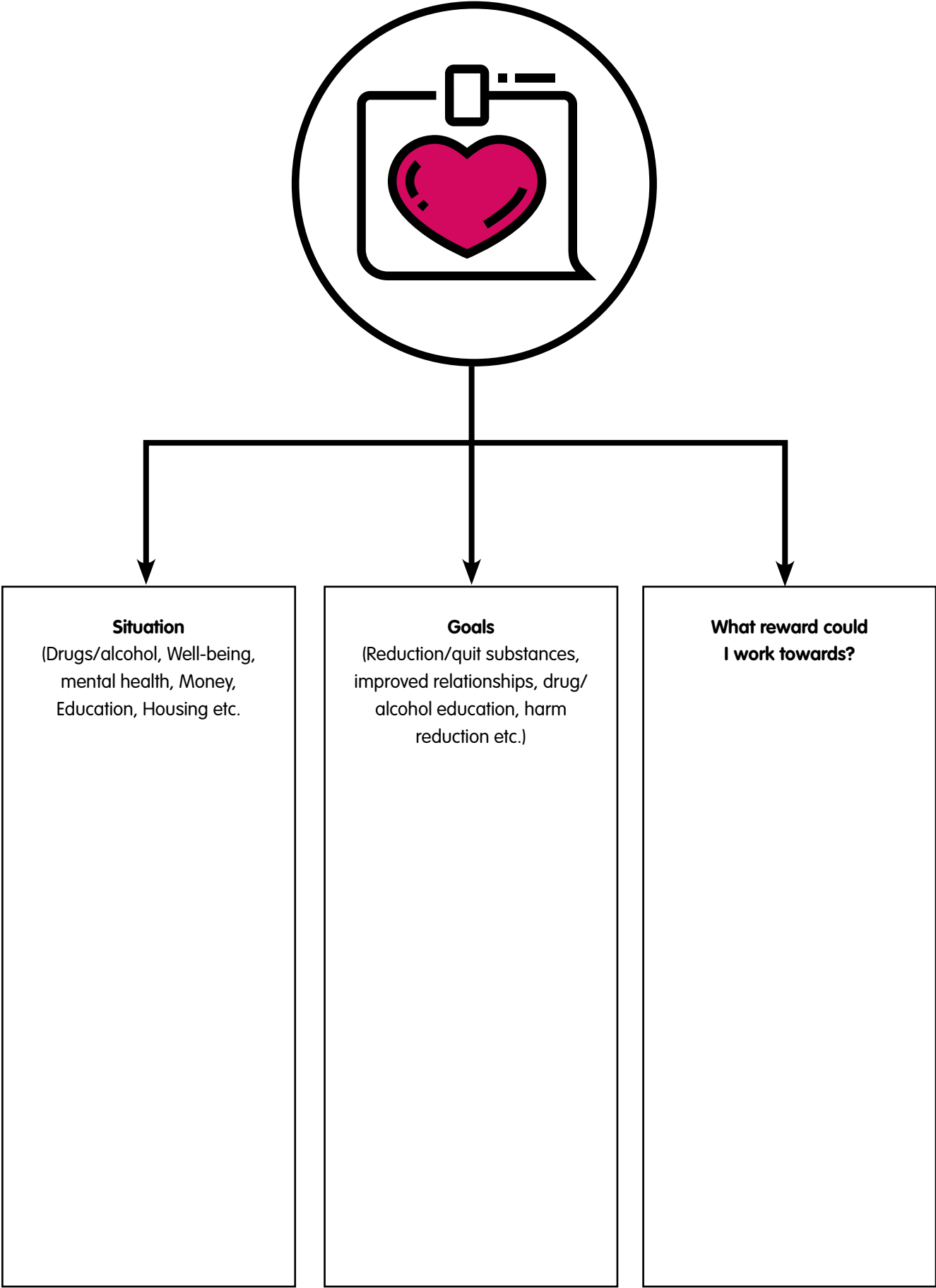
Which **one** are you most committed to work on? (your target)



What specific steps will you need to take to make this change?

What might get in your way in making this change?  
How will you cope with it?

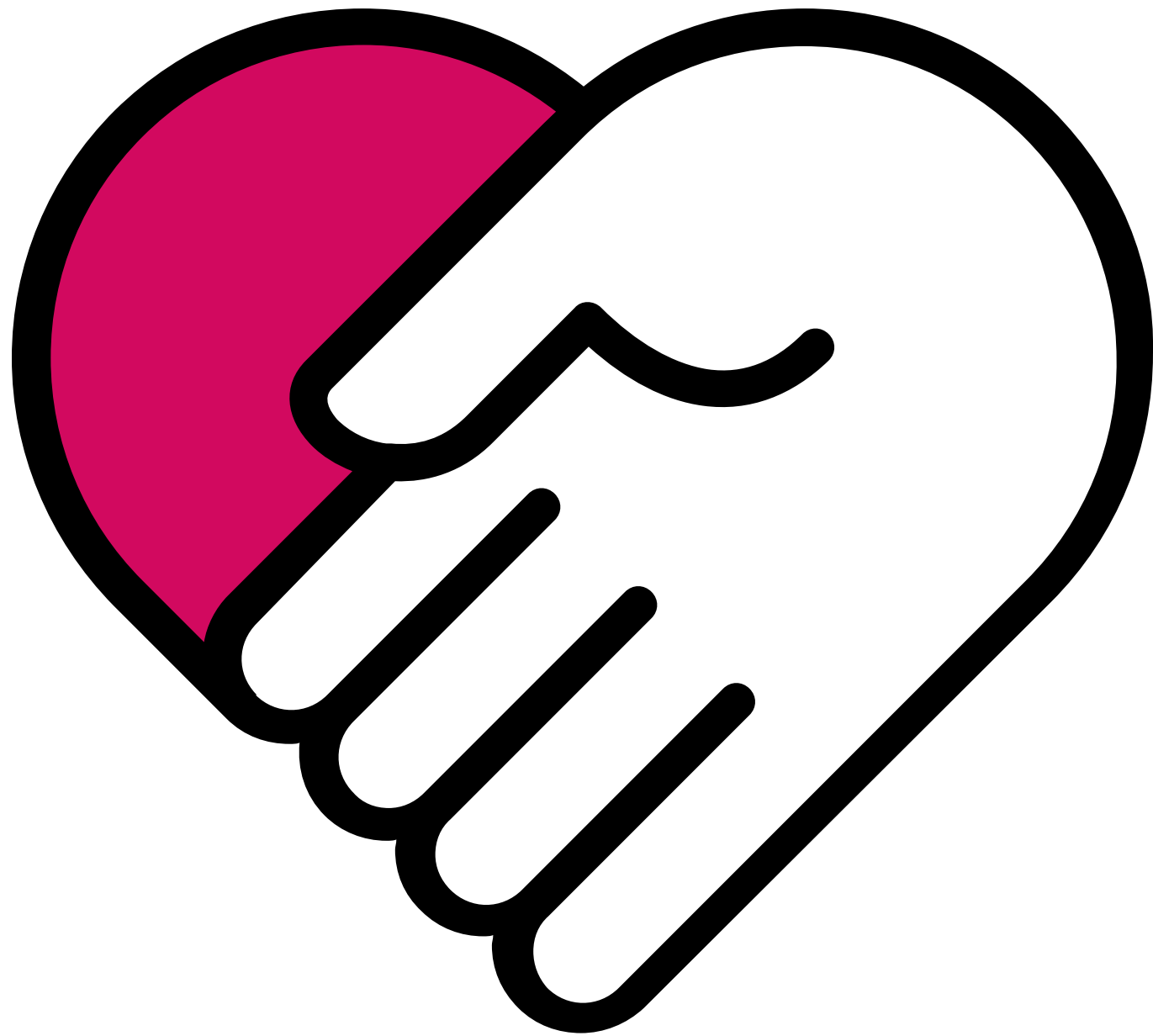
List three things you know about yourself that will help you stay committed and make this change.





## [ Helping hand ]

Using the hand outline below write down in each digit someone who you trust and who could help you.



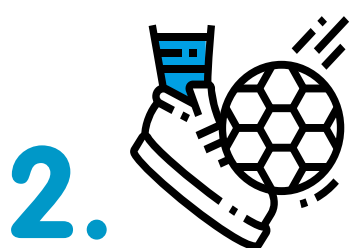
**Keep  
shining,  
the world  
needs your  
light**

Kirsty | Gwent N-Gage

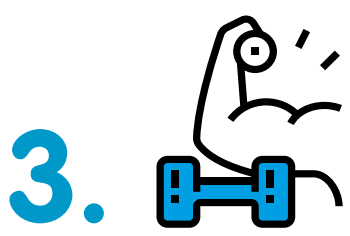
[ Activities quiz]



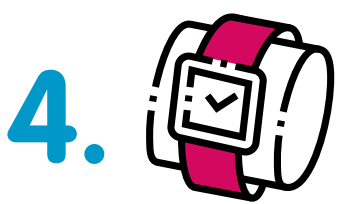
1. Do you prefer indoor or outdoor activities?  
Indoors ☐ Outdoors ☐ Don't mind ☐



2. What type of activity do you prefer?  
Relaxing ☐ Physically active ☐  
Mentally active ☐



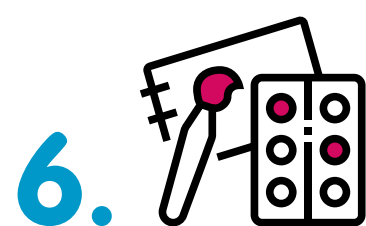
3. What would you consider to be your best quality?  
Creativity ☐ Intelligence ☐ physical strength ☐  
Caring ☐ All ☐ None of these ☐



4. Do you prefer to spend money on:  
Food ☐ Technology ☐ Activities ☐ Image ☐



5. Do you want to socialise when doing a hobby?  
Prefer to do things on my own ☐  
Prefer to do things with other people ☐ Both ☐



6. Which was your favourite subject in school?  
Art ☐ Gym ☐ English ☐ History ☐



7. Select the top 3 things you would choose to do:  
Listen to music ☐ Read a book ☐ Watch TV ☐  
Workout ☐ Draw pictures ☐ Play family game ☐  
Go out for a walk ☐ Cook something new ☐

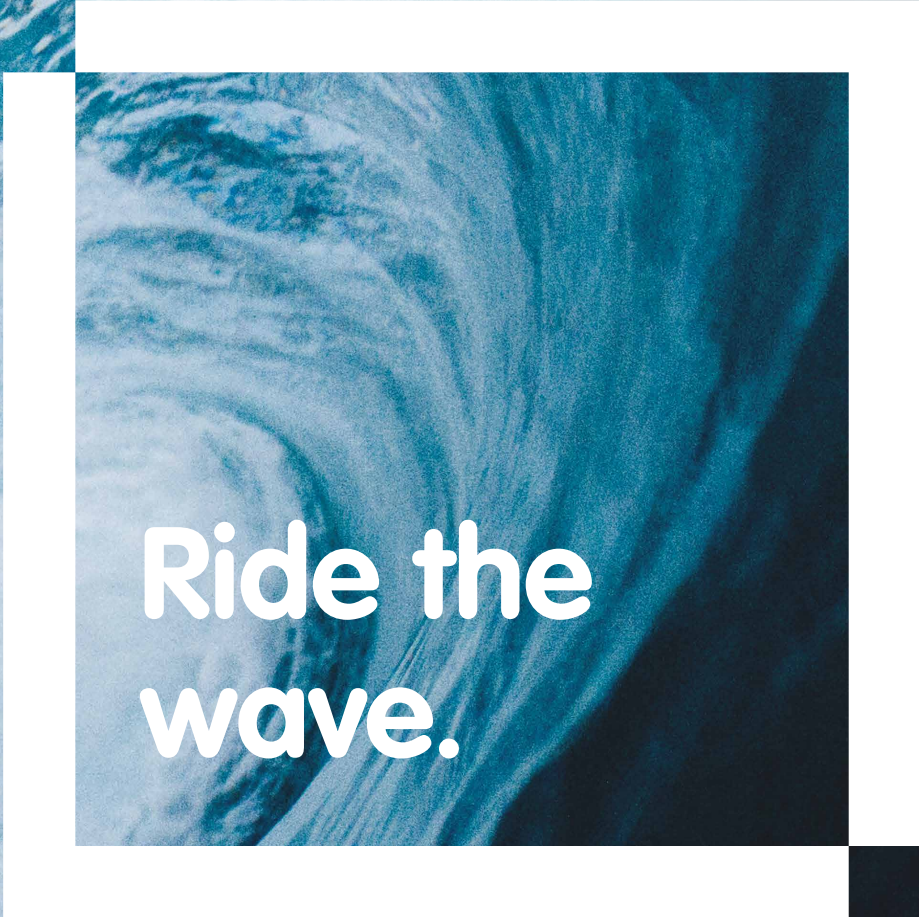
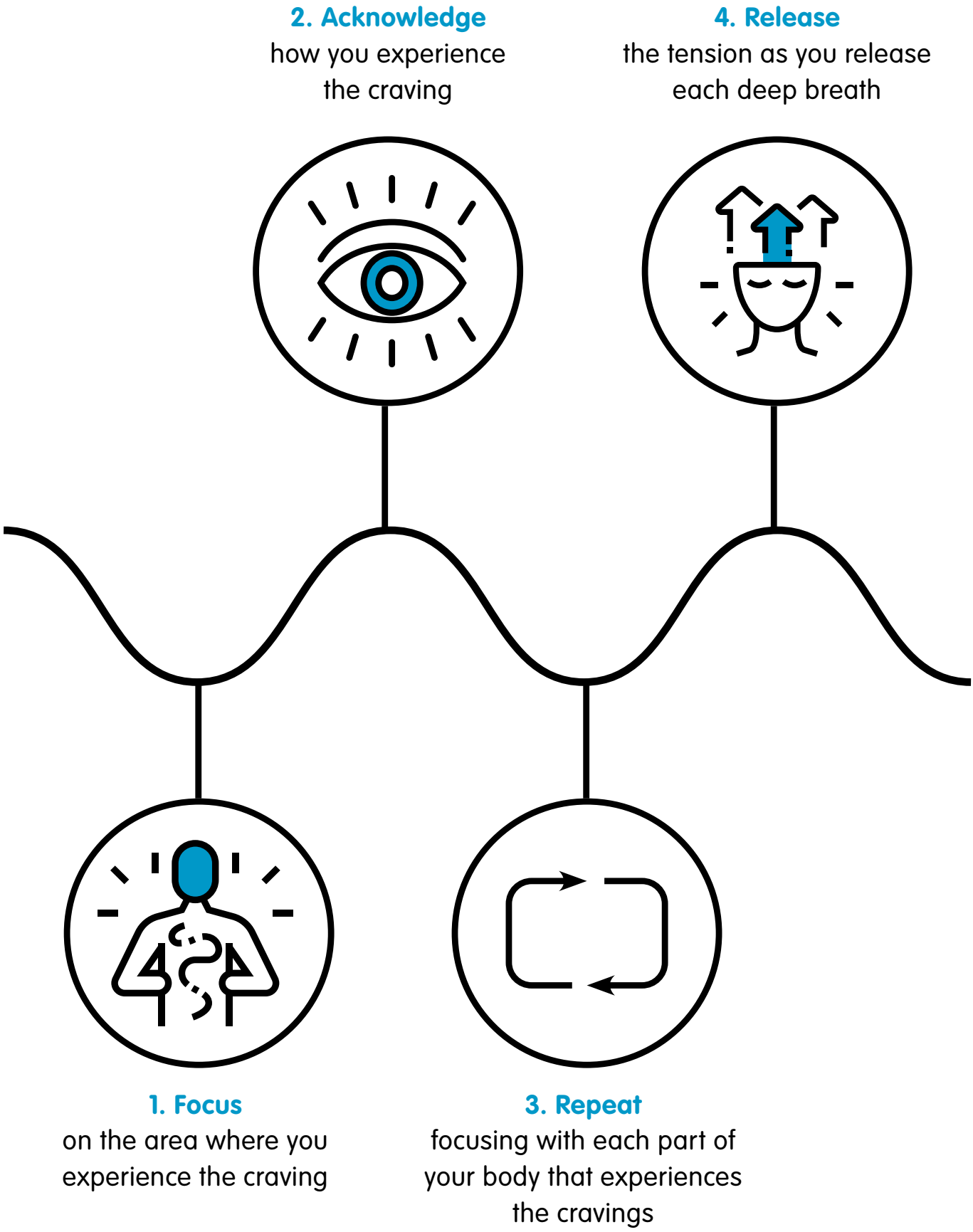
[ Activities / Hobbies / Interests ]

Count the number of answers you have in each colour and use the table below to see a list of suggested activities that may be of interest to you:

NATURE	ACTIVE	COMMUNITY
Camping Hiking Walking Gardening Bike rides Fishing	Gym Running Weightlifting Fitness Classes Boxing Cycling Swimming Dancing Sports	Join a club Community clean-ups Volunteering
RELAXING	THINKING	CREATIVE
Reading / Book Club Writing / Journaling Yoga Mindfulness Meditation Colouring Drawing Listen to music Walking Watch film / TV series	Puzzles Board games Quiz's / Trivia Collector items History Documentaries Visit museums	Scrap-booking Drawing Colouring Arts & Crafts Pottery Up-scaling furniture Flower arranging Photography Painting Writing music Knitting Graffiti
LEARN A SKILL	ANIMALS	DIGITAL / TECH
Cooking / baking Play an instrument Learn a language Online classes Magic / card tricks	Dog walking Horse riding Pet sitting Volunteer at animal shelter	Blogging Vlogging YouTubing Podcasting Online tutorials Coding Game / App development Graphic design



[ Surf the urge meditation ]



Experience your emotion  
As a **WAVE**, coming and going

Don't **GET RID** of the emotion  
Don't **PUSH** it away  
Try not to **BLOCK** emotion  
Try not to **SUPPRESS** emotion

Don't try to **KEEP** emotion around  
Don't **HOLD ON** to it  
Don't **AMPLIFY** it

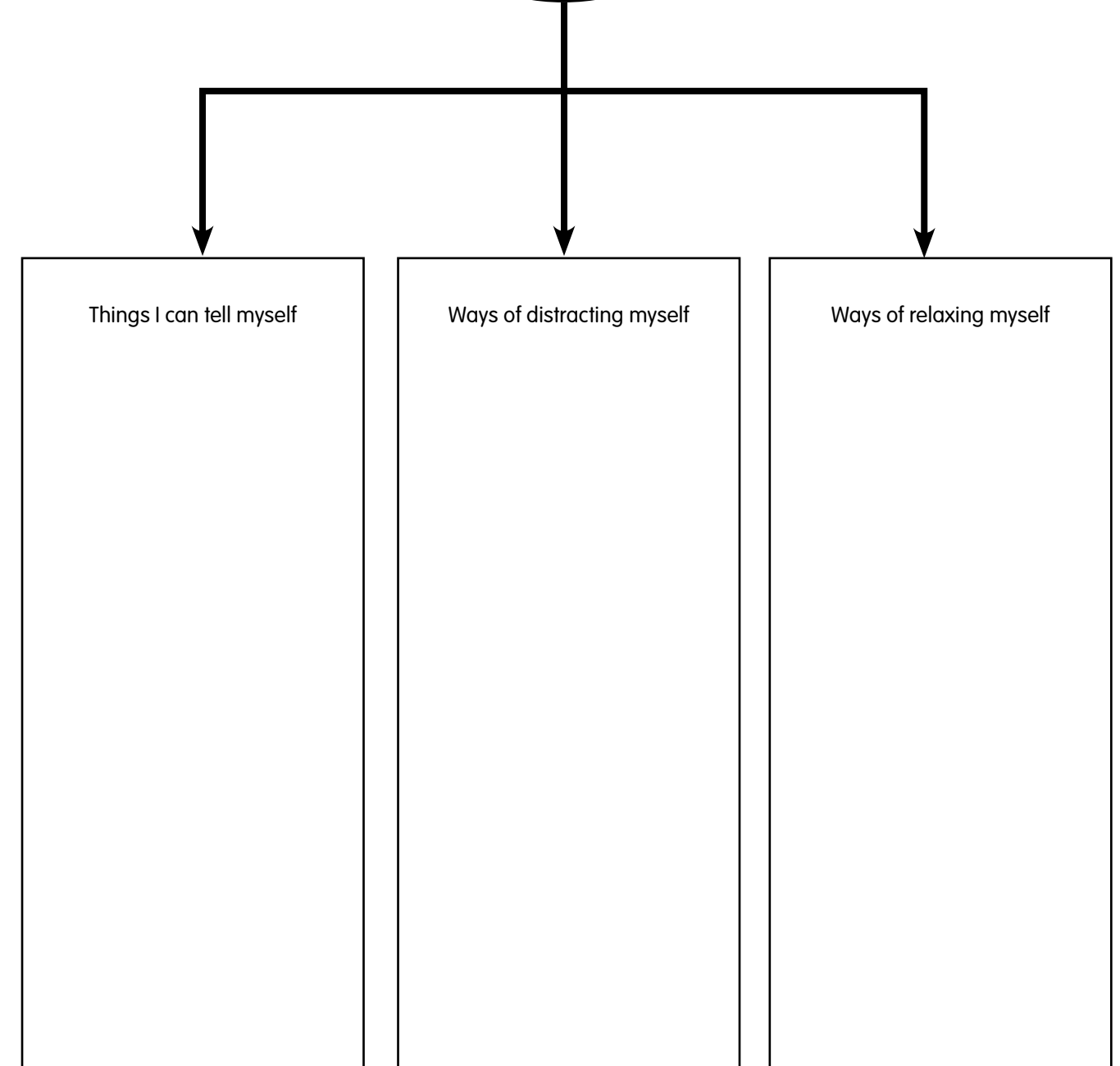
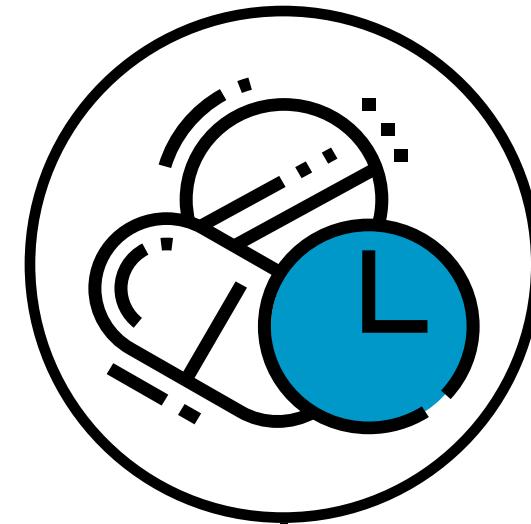


**Just keep  
swimming!!**

Dory

Anna | Gwent N-Gage

## [ How can I deal with my cravings? ]



# [ Distress Tolerance Skills ]

## Distraction (A.C.C.E.P.T.S.)

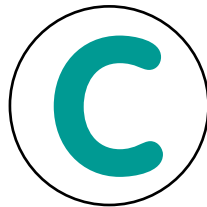
Negative feelings will usually pass, or at least lessen in intensity over time. It can be valuable to distract yourself until the emotions subside. The acronym “A.C.C.E.P.T.S.” serves as a reminder of this idea.



### Activities

Engage in activities that require thought and concentration.

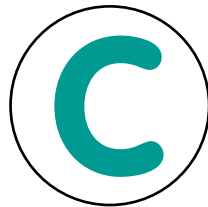
This could be a hobby, a project, work, or school.



### Contributing

Focus on someone or something other than yourself.

You can volunteer, do a good deed, or do anything else that will contribute to a cause or person.



### Comparisons

Look at your situation in comparison to something worse.

Remember a time you were in more pain, or when someone else was going through something more difficult.



### Emotions

Do something that will create a competing emotion.

Feeling sad? Watch a funny movie  
Feeling nervous? Listen to soothing music.



### Pushing Away

Engage in activities that require thought and concentration.

This could be a hobby, a project, work, or school.



### Thoughts

When your emotions take over, try to focus on your thoughts.

Count to 10, recite a poem in your head, or read a book.



### Sensations

Find safe physical sensations to distract you from intense negative emotions.

Wear a rubber band and snap it on your wrist, hold an ice cube in your hand, or eat something sour like a lime.

# [ Distress Tolerance Skills ]

## Radical Acceptance

Sometimes you’ll run into a problem that’s simply out of your control. It can be easy to think “This isn’t fair” or “I shouldn’t have this problem”, even though those ways of thinking only make the pain worse. Radical acceptance refers to a healthier way of thinking during these situations. Instead of focusing on how you would like something to be different, you will recognize and accept the problem or situation as it is. Remember, accepting is not the same as liking or condoning something. Learning to accept the problems that are out of your control will lead to less anxiety, anger, and sadness when dealing with them.

### Situation

You find out that you were not selected for a job where you felt that you were the best candidate.

### Typical Thinking

“This isn’t fair — I did everything right! I was the best one there. They can’t do this to me.”

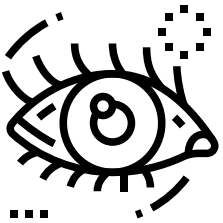


### Radical Acceptance

“It’s frustrating that I didn’t get the job, but I accept that they felt someone else would be a better fit.”

## Self-Soothe with Senses

Find a pleasurable way to engage each of your five senses. Doing so will help to soothe your negative emotions.



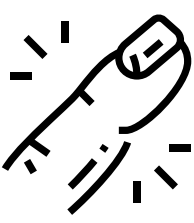
### Vision

Go for a walk somewhere nice and pay attention to the sights.



### Hearing

Listen to something enjoyable such as music or nature.



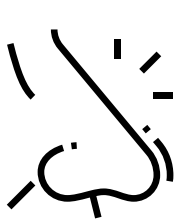
### Touch

Take a warm bath or get a massage.



### Taste

Have a small treat—it doesn’t have to be a full meal.



### Smell

Find some flowers or spray a perfume or cologne you like.

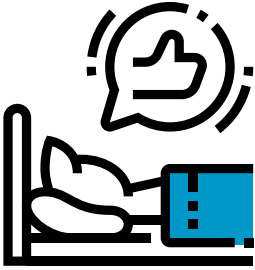


## [ Mindfulness Skills ]



### Mindful Activity

The goal of a mindful activity is to bring your thoughts into the present moment. To practice, first choose any activity where you notice your mind consistently wanders. This could be your commute home, while completing chores around the house, or just about anything else. Next time you do your chosen activity, attend to each of your senses. Below we use the example of going for a walk. It will be best to choose an activity you do regularly so you are sure to practice every day.

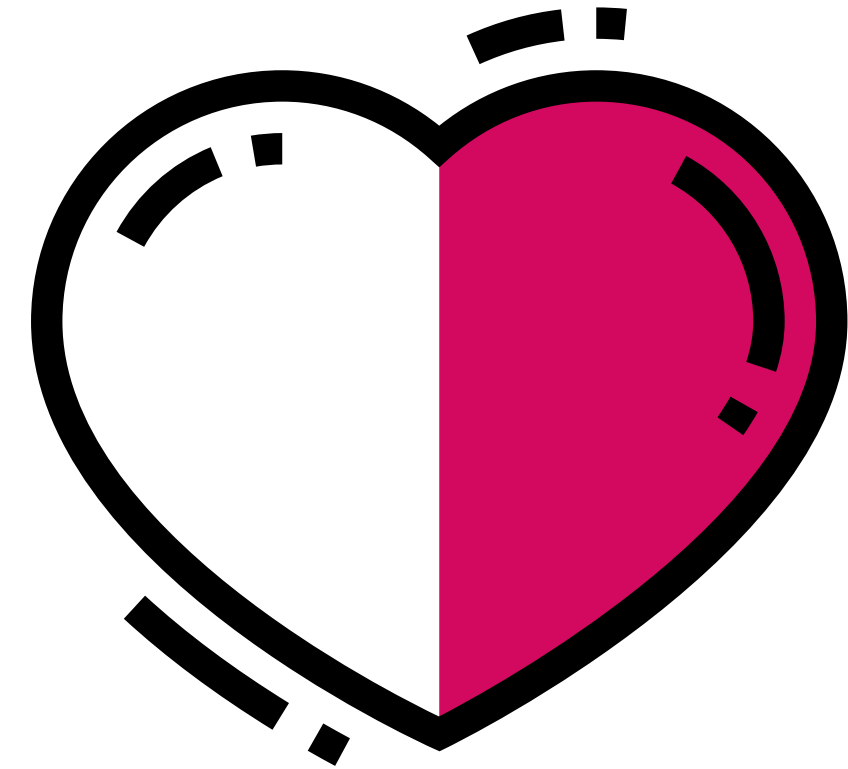


### Mindful Meditation

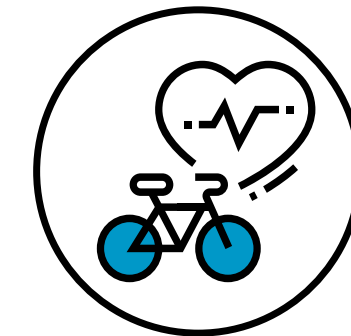
When you go about your life, it's normal for thoughts, feelings, and experiences to come and go quickly, often times outside of your awareness. You might say or do something because of how you feel, without noticing the processes that influenced you. During mindfulness meditation you will create awareness of these processes by mentally taking a step back from yourself and identifying your thoughts, feelings, and physical sensations.

- 1 Find a place free of too much noise or distraction to practice.
- 2 Sit down on a cushion, the floor, or in a chair. You want to sit up straight to allow easy breathing, but not so straight that you're uncomfortable.
- 3 Turn your focus toward your breathing. Notice the feeling of the breath entering your body and making its way to your lungs. Pay attention to how your body feels, and what it's like as your breath exits your lungs. Continue to focus on the feeling of breathing.
- 4 As you practice, your mind will wander. Try not to judge your thoughts-- simply accept that they are happening. Notice, as an outside observer: "I'm having a thought." The same goes for feelings. If you detect sadness, worry, happiness, or excitement, notice how they feel in your body. Acknowledge what you are feeling, even if it's an uncomfortable sensation. Simply notice: "I am feeling this way."
- 5 When the thought or feeling passes, return your focus to your breathing and your body.
- 6 Try to practice for at least 10 to 15 minutes. If you are more experienced, aim for 30 minutes.

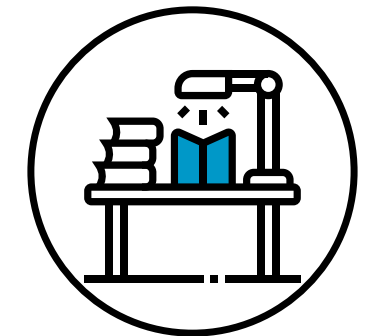
## [ 5 ways to well being ]



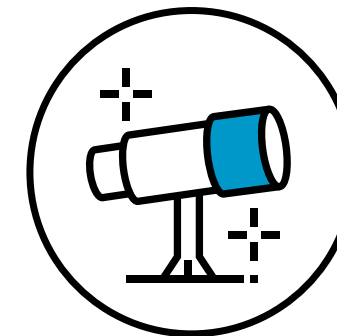
Connect



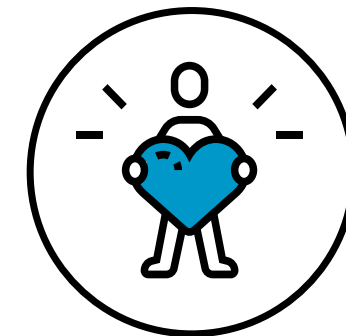
Stay Active



Keep Learning

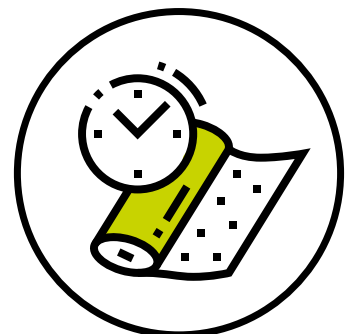


Take Notice

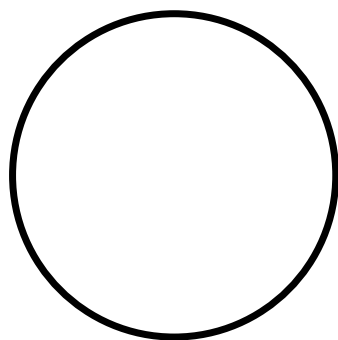


Give

[ Self care ideas ]



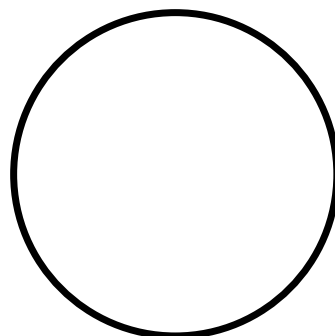
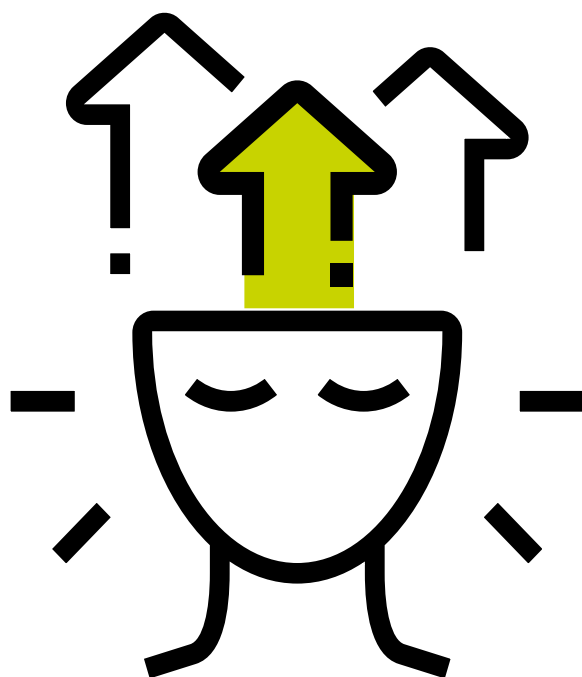
Try an at home workout



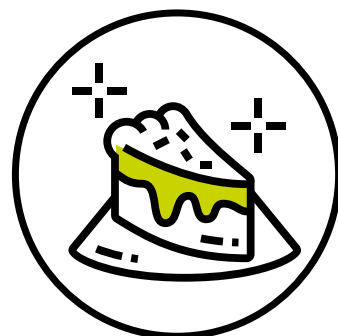
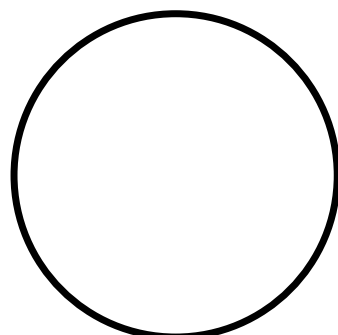
Try a guided meditation



Play a computer game



Write a love letter to yourself



Make a dessert & enjoy it

A candle loses nothing by lighting another candle

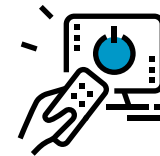
James | Gwent N-Gage

Nothing  
will work  
unless  
you do

Maya Angelou

Tracy | Gwent N-Gage

## [ 9 Sleep & Hygiene Tips ]



### Limit Screen time

The blue light emitted from computers, phones and TV screens can impact your circadian rhythm. These disruptions can have knock-on effects to your mood, energy levels & overall health.



### Sleep / wake cycle

Try to keep a regular bed-time each night with a regular wake-up time each morning (set alarms for each). Irregular sleep / wake times can disrupt sleep.



### Your bed is for sleeping

If you start to link your bed with work related tasks such as emailing and spreadsheets, it will become a less relaxing environment



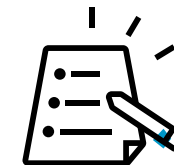
### Journaling

Gratitude journaling each night (just for a few minutes) can help you reflect on the positive events of the day and ensure a positive mindset prior to falling asleep.



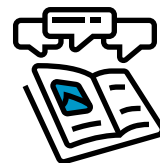
### Meditation

Just 5-10 minutes of breathing meditation can help you relax your body, reduce your stress & dampen your racing mind.



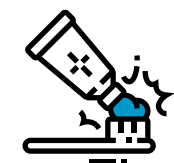
### Keep a worry list

Writing down any worries that are on your mind, or things you want to achieve over the coming day can help rest your mind prior to falling asleep.



### Read a book / audio book

Audio books are great for people wanting to get off their screens and you can listen to them while relaxing in bed. A good old fashioned paper book is also great.



### Bedtime routine

Keeping a regular bed-time routine each night (brush teeth etc.) will signal to your brain that you are preparing for sleep, and your physiology will respond accordingly.



### Limit food and drink late at night

Drastic changes in blood sugar levels & stimulating foods late at night can cause sleep disruptions.

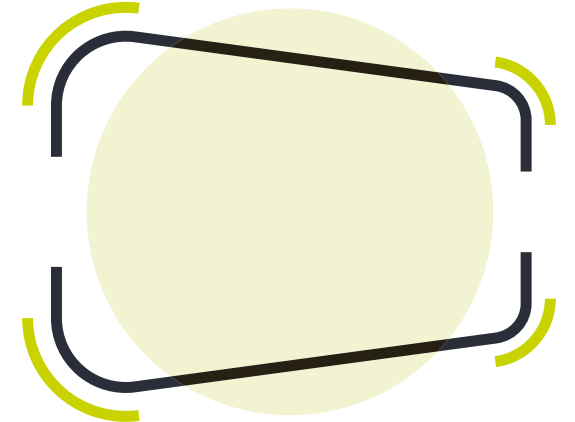


Everything  
happens  
for a  
reason

Hayley | Gwent N-Gage

## [ Inspired ]

You may have noticed some of the positive and inspirational quotes our staff have shared in this booklet.  
**What mottos/quotes/advice do you often use? Write some on this page to inspire you!**



Some useful websites:

**Talk to Frank**

[www.talktofrank.com](http://www.talktofrank.com)

**Sleep Council**

[sleepcouncil.org.uk/advice-support/sleep-advice/sleep-hygiene/](http://sleepcouncil.org.uk/advice-support/sleep-advice/sleep-hygiene/)

**Mind**

[www.mind.org.uk/workplace/mental-health-at-work/taking-care-of-yourself/five-ways-to-wellbeing](http://www.mind.org.uk/workplace/mental-health-at-work/taking-care-of-yourself/five-ways-to-wellbeing)

**Barod**

[www.barod.cymru](http://www.barod.cymru)

**Dan 24/7**

[dan247.org.uk](http://dan247.org.uk)

**Wedinos**

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

**Mentor UK**

[mentoruk.org.uk](http://mentoruk.org.uk)

**Know the Score**

[knowthescore.info](http://knowthescore.info)

**Drugscope**

[www.drugscope.org.uk](http://www.drugscope.org.uk)

**The Loop**

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

**Erowid**

[www.erowid.org](http://www.erowid.org)

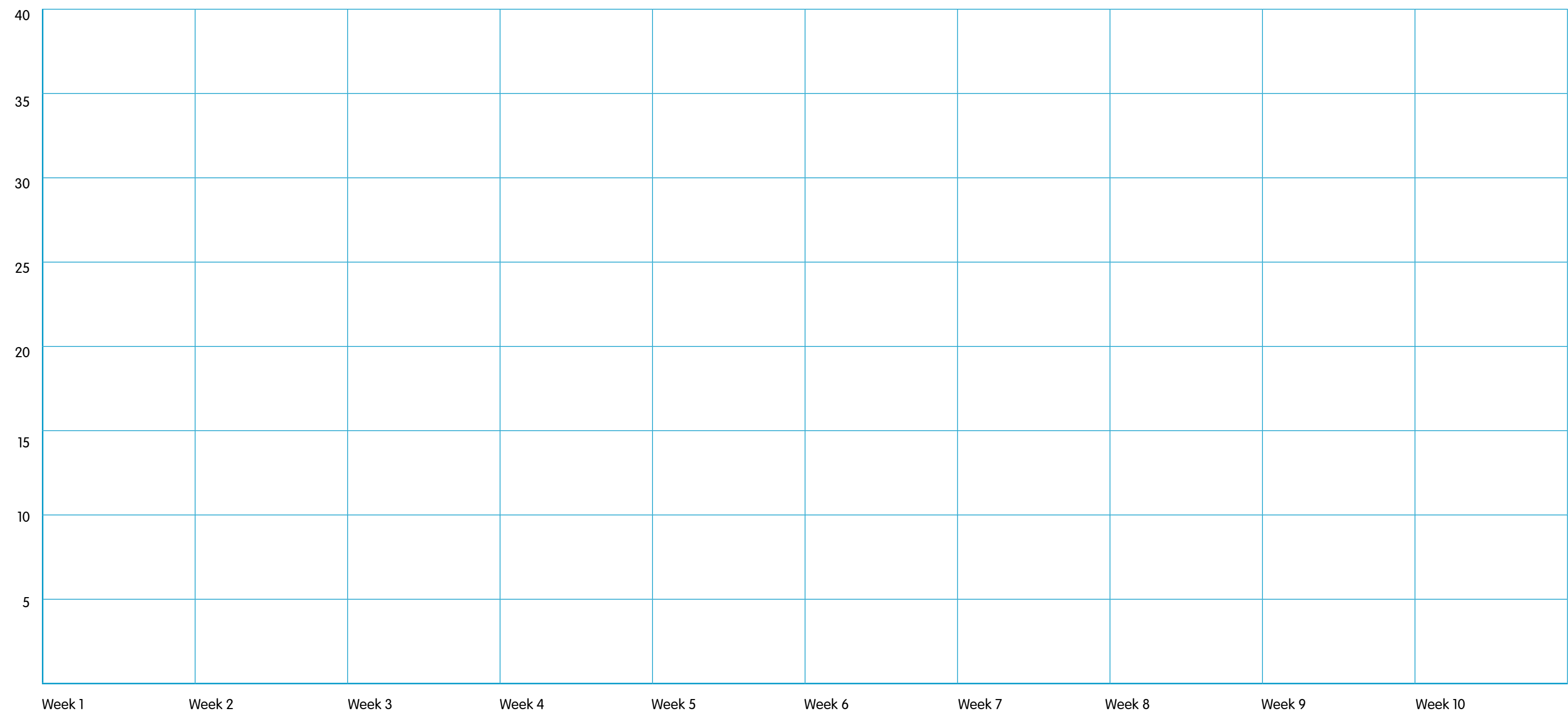
**We don't grow  
when things are  
easy, we grow  
when we face  
challenges**

Liz | Gwent N-Gage



[ ORS score ]

Use this chart to record the ORS scores you discuss with your case worker. Notice any patterns?



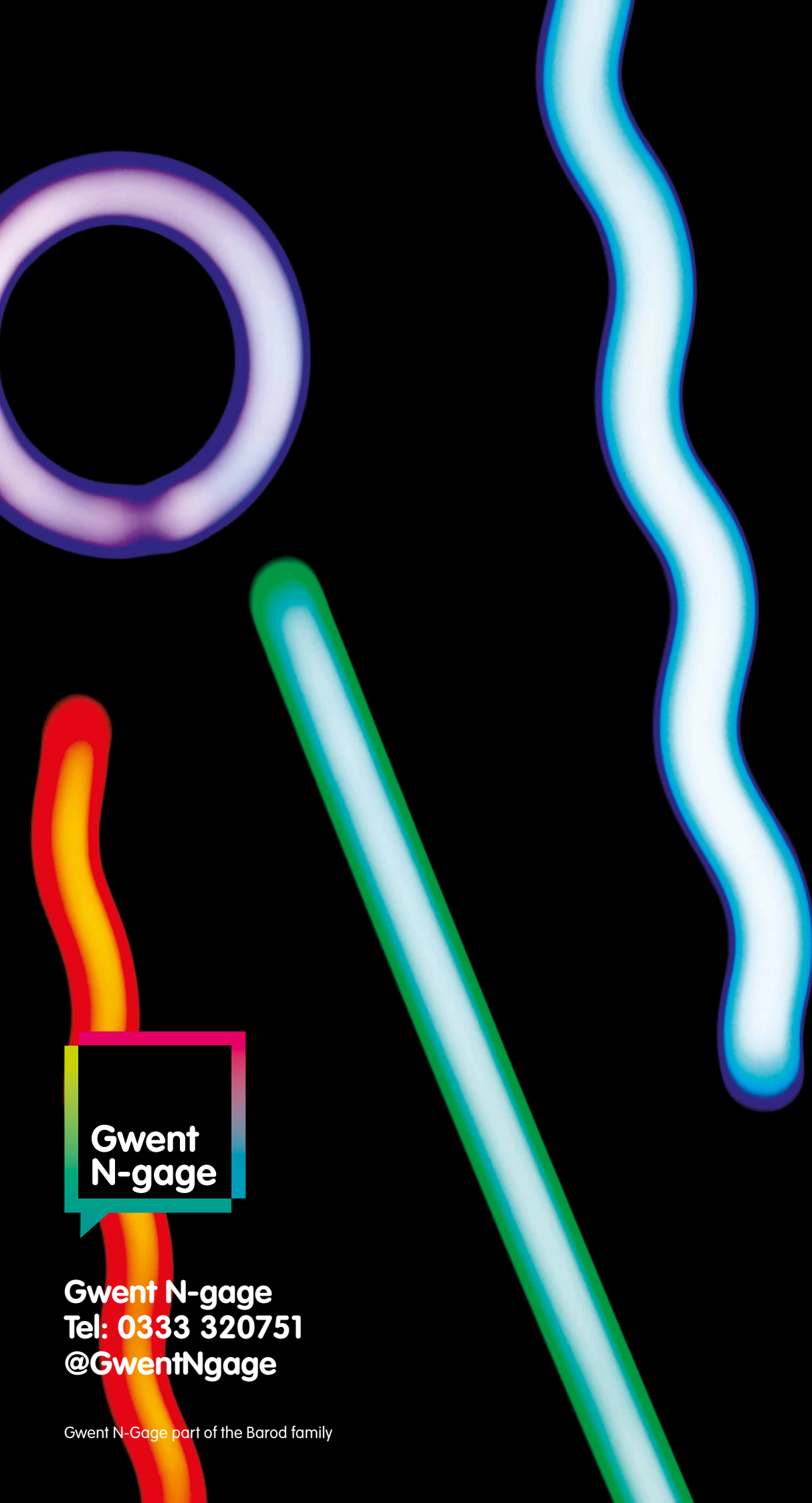
**The greatest  
difficulty is the  
mental resistance  
to things that arise,  
and the underlying  
assumption that  
they shouldn't.**

Eckhart Tolle

Sian | Gwent N-Gage

Workers Name

Contact Number



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Gwent N-Gage part of the Barod family