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IFCA BIBLE College

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**Counseling Abuse & Addictive Behavior Part II
of Drugs and Alcohol
Relapse Prevention
SELF-PACED COURSE GUIDE**



“Study to shew thyself approved unto God, a workman that needth not to be ashamed rightly dividing the word of truth.”

2 Timothy 2:15

Welcome to this course! The completion of this course will prove to be a significant blessing to you both academically and spiritually. We recommend that you thoroughly read the entire study guide before you begin working on the Course Projects. If you are uncertain or unclear on any matter, contact IFCA Bible College for clarification (1-216-261-7709) or yvonne@ifcabiblecollege.com). Above all other things, we encourage you to pray for God's guidance before you begin this course, and each time you work on it.

The instructions in this study guide are related to course formatting and submission. You may also refer to your original Student Orientation Page. **IMPORTANT:** The instructions on the study guide always supersede any other instructions. If there seems to be a conflict between this study guide and other instructions, always follow the instruction of the study guide.

We strongly recommend that you use reliable word processing software and make frequent use of the spell checker and grammar suggestion aspects. Be sure to save your work frequently, and backup copies of the course work you have submitted.

The total length of time required to complete this course is different for each person. This is because already acquired knowledge of the subject, previous education, and personal situations all influence study habits and ability. If it will take longer than three months for you to complete a course, please contact the IFCA Discipleship Institute.

The time between the submission of your coursework, until it is returned to you (graded) will vary, but generally, courses sent by postal mail may require as much as two weeks in transit (to and from), and another two weeks to get through the recording and grading process. Email submissions (preferred) generally require about two weeks. These are only averages. Be absolutely certain that you keep IFCA Discipleship Institute immediately informed if you change your email, postal mailing address, or telephone numbers.

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IFCA-BC Writing Guidelines

The standard for academic papers (to be used in all your courses at IFCA-DI) should reflect the following:

Formatting

1. Use the following guidelines to format all research papers and writing assignments
 - a. Use Times New Roman, 12 point font, double-spaced throughout (see “Hot Tips” below for permissible exception for footnotes)
 - b. Set margins 1” top and bottom, and 1.25” right and left
 - c. The use of subtitles or subheadings is encouraged: (set subheadings in bold on the left margin)
 - d. Do not use a cover page. Rather, enter the following in the upper left corner of the first page of the paper:
 - Your name
 - Course Number, assignment number
 - Date submitted
 - Word count
 - e. Insert page numbers at the bottom center of all pages, including the first page.
 - f. Foreign terms (terms not listed in a common English dictionary) should be italicized the first time they are used, and thereafter should not be italicized.
2. Use of ellipsis dots:
 - a. Leave a space before and after three ellipsis dots.
EXAMPLE: “For God so loved ... that he gave his only begotten son” (John 3:16a).
 - b. Do not use ellipsis dots at the beginning or end of a quote.
INCORRECT EXAMPLE: The scriptural phrase “... God so loved ...” has become an extremely influential formative dynamic for the church.

CORRECT EXAMPLE: The scriptural phrase “God so loved” has become an extremely influential formative dynamic for the church.

Citing Sources

1. Direct quotes must be footnoted, as should sources used in paraphrased form and major ideas drawn from other authors.
2. Avoid overusing direct quotes. Reword the idea to express your understanding (paraphrase).
3. Use block quotes sparingly.
 - a. Blockquotes should be single-spaced, having no quotation marks
4. When adding citations, use the following guidelines:
 - a. A superscript number is used in the text, following the footnote or citation. The footnote is numbered at the beginning, either as a number followed by a period or as a superscript number. Either footnotes or endnotes may be used; ask your professor which they prefer.
 - b. The first line of the endnote or footnote is indented 5 spaces.
5. Biblical references may be placed in the text (rather than in the footnotes), following the quote and in parentheses; unless more than three Scripture texts are cited. Use the standard abbreviations (found below) when referencing biblical texts by chapter and verse (e.g., Dan 3:20-21)
 - a. In a narrative, spell out the name of the Bible book: e.g., “in Daniel 3:20-22, we read...”
 - b. However, never write out the chapter and verse references: e.g., “in the third chapter of Daniel, verses twenty to twenty-two, we read...”

Old Testament

Genesis	Gen.	Proverbs	Prov.
Exodus	Exod.	Ecclesiastes	Eccles.
Leviticus	Lev.	Song of Solomon	Song of Sol.
Numbers	Num.	Isaiah	Isa.

Deuteronomy	Deut.	Jeremiah	Jer.
Joshua	Josh.	Lamentations	Lam.
Judges	Judg.	Ezekiel	Ezek.
Ruth	Ruth	Daniel	Dan.
1 Samuel	1 Sam.	Hosea	Hos.
2 Samuel	2 Sam.	Joel	Joel
1 Kings	1 Kings	Amos	Amos
2 Kings	2 Kings	Obadiah	Obad.
1 Chronicles	1 Chron.	Jonah	Jon.
2 Chronicles	2 Chron.	Micah	Micah
Ezra	Ezra	Nahum	Nah.
Nehemiah	Neh.	Habakkuk	Hab.
Esther	Esther	Zephaniah	Zeph.
Job	Job	Haggai	Hag.
Psalms	Ps. (pl .Pss.)	Zechariah	Zech.
Malachi	Mal		

New Testament

Matthew	Matt.	1 Timothy	1 Tim.
Mark	Mark	2 Timothy	2 Tim.
Luke	Luke	Titus	Titus
John	John	Philemon	Philem.
Acts	Acts	Hebrews	Heb.
Romans	Rom.	James	James
1 Corinthians	1 Cor.	1 Peter	1 Pet.
2 Corinthians	2 Cor.	2 Peter	2 Pet.
Galatians	Gal.	1 John	1 John
Ephesians	Eph.	2 John	2 John
Philippians	Phil.	3 John	3 John
Colossians	Col.	Jude	Jude
1 Thessalonians	1 Thess.	Revelation <i>or</i>	Rev. Apoc.
2 Thessalonians	2 Thess.		
		Apocalypse	

The following are examples of proper citation formatting:

Book/One Author

¹Michael Green, *Evangelism in the Early Church* (Grand Rapids, MI: Eerdmans, 1970), 27.

²Justo L. Gonzalez, *The Early Church to the Dawn of the Reformation*, vol. 1 of *The Story of Christianity* (Peabody, MA: Prince Press, 1984), 91.

Book/Two Authors

¹Paul R. House and Eric Mitchell, *Old Testament Survey* (Nashville: Broadman Press, 1982), 27.

Anthology: Emphasizing the editor's comments

¹Alister E. McGrath, ed., *The Christian Theology Reader*, 2nd ed. (Malden, MA: Blackwell Publishing, 2001), 27.

Anthology: Emphasizing the author of a work included in the anthology

¹Cyril of Jerusalem, "Cyril of Jerusalem on the Role of Creeds," in *The Christian Theology Reader*, 2nd ed. Ed. Alister E. McGrath (Malden, MA: Blackwell Publishing, 2001), 27.

Article in reference dictionary, encyclopedia, or the like

²*Oxford Dictionary of the Christian Church*, 3rd ed. (New York: Oxford University Press, 1997), s.v. "Septuagint."

Commentaries

²Raymond Brown and Sandra Schneiders, "Hermeneutics: The Literal Sense of Scripture," in *The New Jerome Biblical Commentary*, ed. Raymond E. Brown, Joseph A. Fitzmyer, and Roland E. Murphy (Upper Saddle River: Prentice Hall, 1990), 1148-1149.

Electronic media, not including information found on a website (for example, CD media).

³Flavius Josephus, *The Wars of the Jews*, Book 2, Chapter 17 in the *Works of Josephus*, 1451; available from the *AGES Digital Library* (Albany, OR: AGES Software, 1999).

Lecture

⁴David Belles, "Historical Overview: Part One" (lecture, T101, Session 1 Lecture 2, IFCA Bible College, 30 March 2016).

Website

⁵Gerald Wilson, “The Poetry of the Psalms,” available from <http://home.apu.edu/~geraldwilson/HebrewPoetry.html> (Note: omitting the period at the end helps avoid confusion)

Syllabus

Counseling Abuse & Addictive Behavior

Of Drugs & Alcohol Part II

Relapse Prevention

Course Syllabus

Instructor: Yvonne Edge

Phone: 216-206-9161

Email: yvonne@ifcabiblecollege.com

I. Course Description

This course gives an overview of how to counsel people who abuse and are addicted to drugs and alcohol. Understand Relapse Prevention and Recovery.

Course Goals

The purpose of this course is to enable the student to do the following:

- Provide Christian Clients an understanding of Relapse and when it began
- Comprehend a High-Risk Situation.
- Develop a plan to manage High-Risk Situations.
- Be familiar with The stages of recovery.
- Understand The Triggers of substance abuse.

III. Learning Outcomes

After completion of this course, the student should be able to do the following:

Be able to identify Triggers and know-how to help clients manage cravings.

Understand how to counsel Relapse clients. Understand the 5 rules of recovery.

Know the benefits of belonging to a self-help group.

I. Textbooks and Other Learning Resources

Required Materials

Clinebell, Howard, Ph.D. "Understanding and Counseling Person with Alcohol, Drug, and Behavioral Addictions" © 1998

ISBN 0-687-02564-8

Revised Edition

McGee, Robert "Rapha's Twelve Step Program For Overcoming Chemical Dependency" © 2021

ISBN 10:1519329229

Recommended but Optional

F., Dan "Sober but Stuck" ©1991

V. Policies and Procedures

a) Course Policies and Procedures

i) Evaluation Procedures

(1) Pre-Course Work

1. Reading of required textbooks

2. In-Course Work:

(2) Grading:

1. View lecture.....10%

2. Reflection Paper.....10%

3. Paper: Defenses against reality
and denial.....15%

4. Paper: Relapse Warning Sign.....15%

5. Correct APA Writing Style.....20%

6. Final.....30%

(3) Grading Scale:

1. A=90+
2. B=80+
3. C=70+
4. D=60+

ii) Pre-Course Requirement:

- (1) Read textbook assigned

Assignments

In-Course Requirements: (Note: for online learning refer to sessions. There are 5 sessions for this course.)

- Write a reflection paper on Counseling Abuse & Addictive Behavior on Drugs & Alcohol from the books and audio Relapse Prevention. Think of how it has influenced your thinking on alcoholic and drug addictive persons. What are your views of counseling Relapsed clients and how many times will you take them back.? **This must be a minimum of 3 pages APA Style.**
- Write a paper explaining Defenses mechanism and denial. How does denial and defenses keep clients stuck in their recovery. **This must be a minimum of 3 pages APA Style.**
- Write a paper explaining ***Relapse and how to help clients move from relapse to recovery.*** Identify some of the symptoms leading to the beginning of the relapse. What are some biblical approaches to recovery and what do you believe. **This must be a minimum of 7 pages.**
- Exam: Take at end of course.

All communication must be done through email or telephone.

Course Calendar

Session and topic

Part III Methods of Counseling with Alcoholics and other Addicted persons

Scheduling

Session One: Preparation for Counseling Alcoholics and Other Addicted Person

- Educational Seed Planting
- Pastoral Care and Precounseling
- Crisis Care and Counseling
- Reality-Based Goals
- Learning about available Referral Resources
- Connecting with Twelve Step Programs

Session Two: Counseling for Recovery and Beyond: Motivating & Beginning the Process

- The Heart of All Effective Counseling
- Establishing a Counseling Relationship
- Motivation: A Key to Recovery
- Using Caring Confrontation
- Understanding Intervention
- Avoiding the Counselor Codependence Trap

Session Three: Counseling for Recovery and Beyond: Basic Methods

- Basic counseling approach for addicts and their families
- Medical and Psychiatric Help

- Healing Psychological, Spiritual, and Ethical Wounds
- Healing the wounded inner child
- Nurturing Growth in All of Life's Seven Dimensions
- Using Religious Resources Effectively

Session Four: Counseling with Families for Recovery

- Understanding Crises in Addicted Family Systems
- Applying the Family Systems Perspective to Addictions and Recovery
- The Family Counseling Model: From Crisis to Growth and Empowerment
- Use of Twelve Step Programs
- Helping Families Before, During, and After Addicts' Treatment
- Counseling with Children of Addicted Family Systems

Session Five: Developing Effective Addiction Treatment & Prevention Programs

- **Learning from the Past**
- **Preparing for Tomorrow: Seven Strategies**
- **Harbingers of Hope**