

The Recovery Toolkit

Practical Worksheets for Your Journey

By Shaun Critzer

A collection of tools, exercises, and resources to support your recovery journey—whether you’ re in active addiction, early recovery, or supporting someone who is.

Introduction

Recovery isn’ t just about not drinking or using. It’ s about becoming whole. It’ s about processing trauma, building authentic relationships, and creating a life worth staying sober for.

This toolkit contains practical exercises I’ ve used in my own recovery and with others I’ ve mentored. These aren’ t magic solutions—they’ re tools. And like any tool, they only work if you use them.

What’ s inside:

- Daily Recovery Check-In
 - Trigger Identification Worksheet
 - Gratitude Practice Template
 - Amends Planning Guide
 - Inner Child Healing Exercise
 - Emergency Contact Card
 - Recovery Milestone Tracker
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Daily Recovery Check-In

Use this every morning to set intentions and every evening to reflect.

Morning Check-In:

- ☐ Did I get enough sleep? (6-8 hours)
- ☐ Am I physically safe today?
- ☐ What am I grateful for right now?
- ☐ What's one thing I can do today to support my recovery?
- ☐ Who can I reach out to if I struggle today?
- ☐ What's my intention for today?

Evening Reflection:

- ☐ Did I stay sober today?
 - ☐ What went well today?
 - ☐ What challenged me today?
 - ☐ Did I use my tools when I needed them?
 - ☐ What am I grateful for from today?
 - ☐ What's one thing I learned about myself today?
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Trigger Identification Worksheet

Understanding your triggers is the first step to managing them.

People Triggers

Who are the people that trigger cravings or negative emotions?

1. _____
2. _____
3. _____

What is it about these people that triggers you?

Place Triggers

What locations trigger cravings or negative emotions?

1. _____
2. _____
3. _____

What memories or associations do these places hold?

Emotional Triggers

What emotions make you want to use or engage in old behaviors?

- ☐ Anger
- ☐ Loneliness
- ☐ Stress
- ☐ Boredom
- ☐ Shame
- ☐ Fear
- ☐ Joy/Celebration
- ☐ Other: _____

Your Action Plan

For each trigger category, write one healthy coping strategy:

When triggered by people: _____ When triggered by places:
_____ When triggered by emotions: _____

Gratitude Practice Template

Research shows gratitude rewires the brain for positivity and resilience.

Daily Gratitude (Use this every day)

Today's Date: _____

Three things I'm grateful for today:

1. _____
2. _____
3. _____

One person I'm grateful for and why:

One thing about my recovery I'm grateful for:

Amends Planning Guide

Making amends is about taking responsibility and repairing relationships—when appropriate.

Important Notes Before You Begin:

- Not all amends require direct contact
- Some amends would cause more harm than good
- Timing matters—don't rush this process
- Work with a sponsor or therapist on this

Person I Want to Make Amends To:

Name: _____

What I Did That Caused Harm:

How It Affected Them:

What I Want to Say (Draft):

Is Direct Contact Appropriate?

- ☐ Yes, direct amends is appropriate
- ☐ No, living amends (changed behavior) is better
- ☐ Not sure—need to discuss with sponsor/therapist

My Sponsor/Therapist's Guidance:

Inner Child Healing Exercise

Much of our addiction stems from childhood wounds. This exercise helps you connect with and heal your inner child.

Step 1: Find a Quiet Space

Set aside 15-20 minutes where you won't be interrupted.

Step 2: Visualize Your Younger Self

Close your eyes. Picture yourself as a child—whatever age feels right. What are you wearing? Where are you? What do you look like?

Step 3: Ask Questions

Imagine sitting down with this younger version of yourself. Ask:

- What do you need right now?
- What are you afraid of?
- What do you want me to know?

Step 4: Offer Comfort

What does your inner child need to hear? Write it here:

Dear younger me,

Step 5: Make a Promise

What can you promise your inner child? (Example: “I promise to protect you” or “I promise to listen to you”)

My promise: _____

Emergency Contact Card

Print this, fill it out, and keep it in your wallet.

EMERGENCY RECOVERY CONTACTS

Sponsor: _____

Phone: _____

Therapist: _____

Phone: _____

Accountability Partner: _____

Phone: _____

Crisis Hotline: 988

SAMHSA: 1-800-662-4357

My Sobriety Date: _____

I am ____ days sober and I'm not
throwing that away. I will call someone
before I use.

Recovery Milestone Tracker

Celebrate your progress. Every day counts.

Milestone	Date Achieved	How I Celebrated
24 Hours		
1 Week		
30 Days		
60 Days		
90 Days		
6 Months		
1 Year		
18 Months		
2 Years		
5 Years		
10 Years		

Additional Resources

Books That Helped Me:

- *The Body Keeps the Score* by Bessel van der Kolk
- *Alcoholics Anonymous* (The Big Book)
- *Twelve Steps and Twelve Traditions*
- *Getting Past Your Past* by Francine Shapiro (EMDR)

Therapy Modalities That Work:

- EMDR (Eye Movement Desensitization and Reprocessing)
- CBT (Cognitive Behavioral Therapy)
- Trauma-Focused Therapy
- Group Therapy

Support Groups:

- Alcoholics Anonymous (AA)
 - Narcotics Anonymous (NA)
 - SMART Recovery
 - Celebrate Recovery
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Final Thoughts

Recovery is possible. I’ m living proof.

Thirteen years ago, I was in psych wards, facing protective orders, losing my kids, and wanting to die. Today, I have a life beyond my wildest dreams—not because I’ m special, but because I did the work.

You can too.

One day at a time.

— Shaun Critzer

Get More Support

Visit www.shauncritzer.com for:

- The full memoir “Crooked Lines: Bent, Not Broken”
- Recovery courses and community
- Weekly blog posts and videos
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