

## A Self-Guided Introduction to the 5-Step Method

We have designed this short self-guided introduction to the 5-Step Method intervention for adult 'Affected Family Members' (AFMs). This may be useful if:

- You are considering using the intervention yourself, or within your service or organisation, and want to find out more.
- You are waiting to take part in a formal training course but want to start learning about this intervention.
- You want to find out more, perhaps because you are a student and wish to learn more about the intervention as part of your studies.

Using this self-guided introduction, and subsequently the 5-Step Method, assumes that:

- **You have basic knowledge about the experiences of AFMs.** If this isn't the case for you then there are plenty of resources on the Internet to help you with this (both internationally and in your own country), including elsewhere on the AFINet website. <https://afinetwork.info/documents>. There are lots of resources under the heading Resources/ Resources for Researchers/Practitioners /Policy Makers. There are lists available under books. Of particular use is:
  - ✓ Kroll B & Taylor A (2003). *Parental Substance Misuse and Child Welfare*. Jessica Kingsley Publishers [For impacts on children]
  - ✓ Orford J (2011). *Addiction Dilemmas: Family Experiences from Literature and Research and Their Lessons for Practice*. Wiley Blackwell. [For impacts on adults]
  - ✓ Velleman R, Cousins J & Orford J (2015). Effects of gambling on the family. In: H Bowden-Jones & S George (eds.), *A Clinician's Guide to Working with Problem Gamblers*, London: Routledge, 90-103. [Specifically about gambling]
- **You have basic knowledge of, and experience with using, counselling skills.** This includes asking open and closed questions; listening; the use of reflections; summarising; and understanding, asking about and responding to issues and disclosures associated with risk and safety, including domestic abuse and child safeguarding. If this is not the case for you then we some further learning may be helpful to you, perhaps completing a basic counselling skills course. There are some resources about counselling that may also be helpful on the website and some key books. [afinetwork.info/5-step-method-main-pages-delivering-the-5-step-method#core](https://afinetwork.info/5-step-method-main-pages-delivering-the-5-step-method#core)
  - ✓ Velleman, R. (2011) *Counselling For Alcohol Problems*, 3<sup>rd</sup> Edition. London; Sage (Counselling in Practice Series). ISBN 978-1-84860-149-9 (hbk); 978-1-84860-150-5 (pbk)
  - ✓ Velleman, R. and Aris, S. (2010) *Counselling and Helping: Psychology in Action*. London: Wiley Blackwell / British Psychological Society. ISBN-10: 1405106107; ISBN-13: 978-1405106108
- **The self-guided introduction is in 3 parts**, which together should take approximately half a day to go through, and which you should work through in order. The 3 parts:
  1. About the 5-Step Method for AFMs.
  2. Delivery of the 5-Step Method.
  3. Quiz to review your learning.
- There is a huge number of materials and resources relating to the 5-Step Method on the Resource Hub. The self-guided introduction suggests the core resources that will give you the best overview to the 5-Step Method. Of course, you can look at as many of the other resources as you wish. **However, please remember that you cannot use the 5-Step Method with AFMs until you have completed a formal training course.**
- To access the self-guided introduction you will need to make sure that you have logged in to the AFINet website with your AFINet membership details (which you will have received by e-mail) & then click below to access the guide. If you are not yet a member of AFINet (membership is free) then you can apply here. <https://afinetwork.info/members/apply-for-membership>

## Part 1: About the 5-Step Method for Affected Family Members (AFMs)

Part 1 will introduce you to the following:

Development  
of the 5-Step  
Method

Key  
practitioner  
resources

### Development of the 5-Step Method

The 5-Step Method was first developed in the 1990s. It is an evidence-based psychosocial, brief and structured intervention for AFMs in their own right. It is informed by the 'stress-strain-information-coping-support' (SSICS) model. We suggest you look at the following resources to better understand the basics of the 5-Step Method and how it was developed.

Watch 2 videos (totalling ~35mins): Introduction, & Panel discussion with the originators of the 5-Step Method (the first & last videos in the red box)

#### The 5-STEP METHOD INTRODUCTION - Introduction to the intervention for AFMs

- Video: 2021, Intro, Research & Model: 26mins
- Video: 2010, UK services' views on SSM: 4mins
- Video: 2010, Originators Panel Discussion: 7.5mins
- Video: 2010, UK services' views on effectiveness: 5 mins
- Quiz: Background, Model & Method
- Your Feedback

Read at least the first two articles

Click here to go to SSM Front Page    Click here to go to Delivering SSM    Click here to go to SSM Other Resources

<b>Articles, Books &amp; Family Member Resources</b> <ul style="list-style-type: none"><li>• The Evidence - Key Articles</li><li>• Books</li><li>• Resources for Family Members</li></ul>	<b>Pocket Guides/Leaflets</b> <ul style="list-style-type: none"><li>• Pocket Guide: 5-Step Method &amp; Steps to Cope</li><li>• Pocket Guide: 5-Step Method &amp; Steps to Cope (Italian version)</li><li>• Pocket Guide: Family members living with someone's alcohol or drug abuse or gambling</li><li>• Pocket Guide: Dealing With Worry</li><li>• Pocket Guide: Motivational Interviewing</li></ul>
<b>Handbooks</b> <ul style="list-style-type: none"><li>• Handbook: For people trained in SSM</li><li>• Handbook: Self Help For Family Members</li><li>• Handbook: Delivering SSM on Video Platform</li><li>• 5-Step Method Exercises from Self Help Handbook</li></ul>	<b>Guidelines, Templates &amp; Checklist</b> <ul style="list-style-type: none"><li>• Guidelines: Working with Groups</li><li>• Template: Practitioners Competency Form</li><li>• Guidelines: Practitioners Accreditation</li><li>• Checklist: Practitioners Competency</li><li>• Guidance: Common Problems</li></ul>

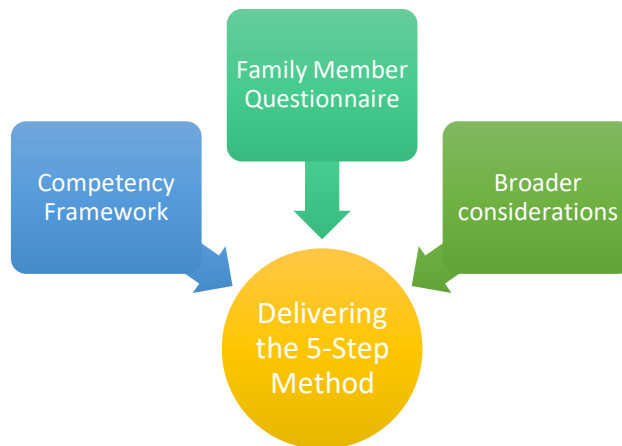
### Key practitioner resources

The core resources for all practitioners using the 5-Step Method are the practitioner handbook and the self-help handbook for AFMs. Please download both handbooks from the Resource Hub (see below for how to find both the handbooks) and read both handbooks.

<p>Responding to Alcohol, Other Drug and Gambling Problems in the Family: A handbook for practitioners trained to deliver the 5-Step Method.</p> <p>AFINet AFFECTED FAMILY MEMBERS NETWORK</p> <p>© AFINet Ltd. All Rights Reserved, 2021</p>	Click here to go to SSM Front Page    Click here to go to Delivering SSM    Click here to go to SSM Other Resources	<b>Articles, Books &amp; Family Member Resources</b> <ul style="list-style-type: none"><li>• The Evidence - Key Articles</li><li>• Books</li><li>• Resources for Family Members</li></ul>	<b>Pocket Guides/Leaflets</b> <ul style="list-style-type: none"><li>• Pocket Guide: 5-Step Method &amp; Steps to Cope</li><li>• Pocket Guide: 5-Step Method &amp; Steps to Cope (Italian version)</li><li>• Pocket Guide: Family members living with someone's alcohol or drug abuse or gambling</li><li>• Pocket Guide: Dealing With Worry</li><li>• Pocket Guide: Motivational Interviewing</li></ul>	<b>Handbooks</b> <ul style="list-style-type: none"><li>• Handbook: For people trained in SSM</li><li>• Handbook: Self Help For Family Members</li><li>• Handbook: Delivering SSM on Video Platform</li><li>• Handbooks: Other Versions</li></ul>	<b>Guidelines, Templates &amp; Checklist</b> <ul style="list-style-type: none"><li>• Guidelines: Working with Groups</li><li>• Template: Practitioners Competency Form</li><li>• Guidelines: Practitioners Accreditation</li><li>• Checklist: Practitioners Competency</li><li>• Guidance: Common Problems</li></ul>	<p>Alcohol, Drugs, Gambling, the Family and YOU: A Self-Help Handbook for Family Members and Close Others</p> <p>AFINet AFFECTED FAMILY MEMBERS NETWORK</p> <p>© AFINet Ltd. All Rights Reserved, Aug 2021</p>
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## Part 2: Delivering the 5-Step Method

Part 2 will introduce you to the following:




### Competency Framework

The Competency Framework (CF) is integral to 5-Step Method practice, and outlines the 35 competencies which should be followed each time the intervention is used with AFMs. The CF ensures fidelity to the evidence-based model, provides opportunity for practitioners to reflect on their use of the intervention, and can be used to guide supervision and line management. Look at the following resources to learn more about the CF.

<p>Read Competency Framework (you can download this as a separate document from the 'Guidelines, Templates &amp; Checklists' box on the Resource Hub, or look in the Practitioner Handbook)</p> <p>Read the relevant sections in the Practitioner Handbook</p>		
<p>Watch 2 videos (the first 9 minutes of each of the 2 videos highlighted in the red box) where the development and use of the Competency Framework is discussed</p>	<p>Click here to go to SSM Front Page</p> <p>Click here to go to SSM Guidance, Handbooks &amp; Reading</p> <p>Click here to go to SSM Other Resources</p> <p><b>5 THE 5-STEP METHOD INTRODUCTION</b> - Introduction to the intervention for AFMs</p> <ul style="list-style-type: none"> <li>Video: 2021, Intro, Research &amp; Model: 26mins</li> <li>Video: 2010, UK services' views on SSM: 4mins</li> <li>Video: 2010, Originators Panel Discussion: 7.5mins</li> <li>Video: 2010, UK services' views on effectiveness: 7.5mins</li> <li>Quiz: Background, Model &amp; Method</li> <li>Your Feedback</li> </ul> <p><b>CORE COMPETENCIES &amp; ACCREDITATION</b> - The competency framework that is central to all SSM practice, and how to become an accredited practitioner</p> <ul style="list-style-type: none"> <li>Video: Powerpoint Presentation on Core Competencies &amp; Accreditation: 19mins</li> <li>Video: Expert Panel Discussion: 32mins</li> <li>Documents on Accreditation &amp; Competency Framework - See Guidance, Handbooks &amp; Reading</li> <li>Guidance: Common Problems</li> <li>Links: Competency Framework</li> <li>Links: Practitioner Skills and Accreditation</li> <li>Your Feedback</li> </ul>	<p><b>CORE COUNSELLING COMPETENCIES</b> - The core counselling competencies that should be used throughout a SSM intervention</p> <ul style="list-style-type: none"> <li>Video: Powerpoint Presentation: 13mins</li> <li>Video: Expert Panel Discussion: 27mins</li> <li>Guidance: Common Problems</li> <li>Links: Pop Up Information</li> <li>Your Feedback</li> </ul>

## Family Member Questionnaire

The Family Member Questionnaire (FMQ) is a therapeutic 'before and after' tool to support the use and impact of the 5-Step Method. It was developed specifically for the 5-Step Method, and the 33 questions cover Stress, Strain, Coping and Support. FMQ data can be used by organisations (e.g., to evidence the impact of organisation- or -country-wide practice), and anonymised FMQ data are usually shared with AFINet for the purposes of ongoing research and evaluation. Look at the following resources to learn more about the FMQ.

Watch video about the development and use of the FMQ	
Read the FMQ	<p><b>Article Title:</b> Orford, J., Cousins, J., Smith, N. and Bowden-Jones, H. (2017) Stress, strain, coping and social support for affected family members attending the National Problem Gambling Clinic, London. <i>International Gambling Studies</i>, 17:2, 259-275. <a href="https://afinetwork.info/5-step-method-reading-materials-handbooks-publications-the-evidence-key-articles">https://afinetwork.info/5-step-method-reading-materials-handbooks-publications-the-evidence-key-articles</a></p>
Read academic article (the development of the FMQ is described along with its use with AFMs in a gambling service)	<p><b>Video Title:</b> 5-Step Method, outcomes from implementation into routine practice. <b>Presenter:</b> Richard Velleman <a href="https://www.afinetwork.info/afinet-conference/2023-conference/conference-talks">https://www.afinetwork.info/afinet-conference/2023-conference/conference-talks</a></p>

## Broader considerations

The 5-Step Method is used in a wide range of settings around the world, and as such we have amassed significant learning about a number of broader issues that should be considered when introducing the intervention in your team or organisation. You may find the following resources useful to find out more about these broader considerations.

- Roundtable discussion from AFINet Rotterdam conference: See **Title:** Round table: 5-Step Method, implementation challenges and successes in different countries.  
<https://afinetwork.info/afinet-conference/2023-conference/conference-talks>
- Pauline Stewart: Impact to Action presentation from AFINet Rotterdam conference.  
<https://afinetwork.info/afinet-conference/2023-conference/conference-talks>
- Article: Orford, J., Templeton, L., Copello, A., Velleman, R., Ibanga, A. and Binnie, C. (2009) Increasing the involvement of family members in alcohol and drug treatment services: the results of an action research project in two specialist agencies. *Drugs: Education, Prevention and Policy*, 16 (5), 379-408.  
<https://afinetwork.info/5-step-method-reading-materials-handbooks-publications-the-evidence-key-articles>

You can also further enhance your learning about the 5-Step Method by utilising many of the other materials contained within the Resource Hub and elsewhere on the AFINet website.

<https://afinetwork.info/5-step-method-main-pages-delivering-the-5-step-method#core>

**Each of the 5 Steps on the website includes a presentation of each step, expert panel video discussions; demonstration videos; academic articles and other reading materials.**

**However, please remember that you cannot use the 5-Step Method with AFMs until you have completed a formal training course.**

If you want to discuss the potential introduction of the 5-Step Method to your individual practice, or within your team/organisation, go to this link to find out more about training. <https://afinetwork.info/5-step-method-resources-introduction>

For details of zoom training with accreditation, please contact [candf2021@outlook.com](mailto:candf2021@outlook.com) for an application form.

For the southern hemisphere, for details of zoom training with accreditation, please contact [steve.staunton@outlook.co.nz](mailto:steve.staunton@outlook.co.nz)

### Part 3: Quiz to review your learning

You may find it helpful to try this quiz to review what you have learned after working through this self-guided introduction to the 5-Step Method.

The screenshot shows a website menu with three columns of content. The first column is titled "The 5-STEP METHOD INTRODUCTION - Introduction to the intervention for AFMs" and lists several video resources. The second column is titled "CORE COMPETENCIES & ACCREDITATION - The competency framework that is central to all 5SM practice, and how to become an accredited practitioner" and lists video, document, and guidance resources. The third column is titled "CORE COUNSELLING COMPETENCIES - The core counselling competencies that should be used throughout a 5SM intervention" and lists video, guidance, and feedback resources. A red box highlights the "Quiz: Background, Model & Method" item in the first column.

LT/GV Oct 2023