Scheduling may be a difficult and boring task if you're not used to it. It is, however, an important part of the recovery process. People with substance use disorders do not schedule their time. Scheduling your time will help you achieve and maintain abstinence.

Why Is Scheduling Necessary?
If you began your recovery in a hospital, you would have the structure of the program and the building to help you stop using. As a person in outpatient treatment, you have to build that structure to help support you as you continue functioning in the world. Your schedule is your structure.

Do I Need To Write Down My Schedule?
Absolutely. Schedules that are in your head are too easily revised. If you write down your schedule while your rational brain is in control and then follow the schedule, you will be doing what you think you should be doing instead of what you feel like doing.

What if I Am Not an Organized Person?
Learn to be organized. Buy a schedule book and work with your counselor. Thorough scheduling of your activities is very important to treating your substance use disorder. Remember, your rational brain plans the schedule. If you follow the schedule, you won't use. Your addicted brain wants to be out of control. If you go off the schedule, your addicted brain may be taking you back to using drugs or drinking.

Who Decides What I Schedule?
You do! You may consider suggestions made by your counselor or family members, but the final decision is yours. Just be sure you do what you wrote down. Follow your schedule; try not to make any changes.

Most people can schedule a 24-hour period and follow it. If you can, you are on your way to gaining control of your life. If you cannot, you may need to consider a higher level of care as a start.
### SCH 2 Daily/Hourly Schedule

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity/Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:00 AM</td>
<td>How many hours will you sleep? _____</td>
</tr>
<tr>
<td>8:00 AM</td>
<td>From _____ To _____</td>
</tr>
<tr>
<td>9:00 AM</td>
<td></td>
</tr>
<tr>
<td>10:00 AM</td>
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<td>11:00 AM</td>
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<tr>
<td>12:00 PM</td>
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<td>2:00 PM</td>
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<td>4:00 PM</td>
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<td>11:00 PM</td>
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</tbody>
</table>

**Notes:**

**Reminders:**