

**BUCKS COUNTY DEPARTMENT OF CORRECTIONS  
DRUG AND ALCOHOL TREATMENT**

**AA/NA MEETING HOSTS/SPEAKERS and MENTOR+ VOLUNTEERS**

**The Bucks County Department of Corrections requires that all AA and NA hosts and speakers and Mentor+ Volunteers meet the following requirements:**

- Minimum age of 21.
- Recovering hosts/speakers/volunteers must have one (1) year of continuous sobriety.
- Hosts/speakers/volunteers must have had no incarcerations for at least two years.
- Hosts/speakers/volunteers must be off any probation or parole supervision for at least two years.
- Hosts/speakers/volunteers must provide their legal first and last names.
- Photo identification must be shown to gain clearance and to enter the facility.
- Hosts/speakers/volunteers must have completely gone through the clearance procedure (below).

**The following are expectations of all AA and NA hosts, speakers and Mentor+ volunteers:**

- A time commitment of at least six (6) months.
- The confidentiality of meeting attendees will be maintained at all times.
- Hosts/speakers will not engage in private solicitation, favors, personal exchanges, gifts, promises contraband of any kind, or touching of any meeting attendee.
- No more than three (3) volunteers will be allowed at any one meeting.
- Meetings will be conducted by the same gender volunteers as the attendees.
- Meetings will begin and end at their prescheduled times.
- Hosts/speakers will inform attendees that they must remain in the meeting room until the meeting is completed.
- Hosts/speakers/volunteers must wear appropriate attire when entering either facility. Halter tops, tank tops, see-through tops midriffs, tube tops, short shorts, miniskirts or open toed shoes will not be permitted. Revealing garments which do not sufficiently cover private areas of the body will be cause for denial of entry.
- Remember, you are a Host/Speaker/Volunteer at a Correctional Facility. Your safety, the safety of the staff and inmates is of the utmost importance. If your meeting is denied, delayed, canceled or cut short it is with this in mind. Please be understanding and cooperative.
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**The following clearance procedures must be followed:**

- Hosts/speakers/volunteers must completely fill out the **Volunteer Registration and Background Check** form and then fax, mail or email (scan) the completed form **along with a copy of their current Driver's License** to BCCF, Drug & Alcohol Treatment Section, Attn: Debbie Canale, at fax: 215-345-3743; mail: 1730 S. Easton Road, Doylestown, PA 18901; or email (scan): [dacanale@co.bucks.pa.us](mailto:dacanale@co.bucks.pa.us).
- Hosts/speakers/volunteers should call Debbie Canale in approximately two (2) weeks, at 215-345-3745 to confirm their clearance.
- Once cleared, the names will be maintained on a list of "approved" speakers for one year. Hosts/speakers/volunteers will have to renew their clearance annually.
- Hosts/speakers/volunteers are required to call one (1) business day prior to their commitment date to 215-345-3745 (prison) and 215-345-3924 (community corrections center). No one will be admitted to either facility unless their names are on the daily memo/calendar sent to the Lobby Officer/Control Center Officer by the Drug and Alcohol Treatment section.