



US Army Hawaii (USARHAW)

Commanders' Risk Reduction

Desk Side Handbook

**Courtesy of USAG-HI and Installation
Prevention Team Members**

Introduction from the Garrison Commander

Today's Army is under an enormous amount of stress and so are its people. Life as an Army Soldier or Family member can be extremely demanding, challenging and at times test even the most resilient person. Exposure to the dangers of combat, constant deployments and associated separation from friends and family, financial uncertainties, emotional anxiety, increased alcohol and drug use, marital difficulties and spouse or child abuse, are showing themselves with greater and greater frequency in our force.

As leaders, our task is to both recognize the signs and potential effects these conditions have on our Soldiers and Family members, but also, once identified, provide much needed assistance, allowing them to effectively overcome these challenges. This can be a daunting task for even our most senior leaders but it is especially challenging for our junior leaders (CO Level Leadership) who are the essential first line of defense and provide the critical initial care to our Soldiers and Families. Although they may be adept at identifying problems, in many cases they do not know where to turn for assistance.

That is the purpose of this handbook: to provide Junior Leaders a tool to identify potential help agencies and services for Soldier and Family member problems associated with 'Risky Behavior.' To put it in simple terms, if you identify a potential problem with one of our Soldiers or Family members, it will provide you a 'start point' of where or who to call to seek assistance. The agencies, people and services listed in this handbook are there to help. Please use them.

Matthew T. Margotta
COL, IN
Commanding

Quick Reference Information Listing

Army Substance Abuse Program (ASAP) **Bldg. 2091 Kolekole Avenue (rear) 655-9113**

Risk Reduction: 655-0996

Prevention Education: 655-8322

Clinical: 433-8700

Alcohol & Drug Control Officer: 655-9113

(In charge of all non-clinical ASAP functions and is your POC for all ASAP issues)

Employee Assistance Program (EAP): 655-6046

- Unit Risk Inventory Assessment
- Installation Prevention Plan Initiatives
- Alcohol and Drug Abuse Evaluation
- Alcohol and Drug Abuse Counseling
- Patient and Family Member Education
- Referral Services
- Employee Assistance Program (EAP)
- Alcohol & Drug Abuse Prevention Training (ADAPT)
- Drug Testing Collection Point
- Educational Training Materials
- Military One Source, 1-800-343-9647 or www.militaryonesource.com
- That Guy! www.thatguy.com
- Alcoholics Anonymous (AA)
946-1438 (Honolulu, Hawaii)
Meetings held 1130-1230 every Tuesday, Wednesday, and Thursday at building 791 near the Chapel. For more information contact the Chaplains Office at 655-9307.

Quick Reference Information Listing

Army Community Service (ACS)

Bldg. 2091 Kolekole Avenue (front) 655-4227

Bldg. 127T Krukowski Road

TAMC ACS Satellite Center 438-4499

Exceptional Family Member Program

- Respite Care

Family Advocacy

- Prevention Education
- New Parent Support
- Stress & Anger Mgmt
- Victim Advocacy
- Sexual Assault
- Domestic Violence Prevention

Financial Readiness

- Proactive & Remedial Counseling
- Education

Army Emergency Relief

Relocation Assistance

Mobilization and Deployment

- Operation READY
- Family Readiness Group, Family Readiness Support Assistant, Rear Detachment Leader Training
- Deployment Expos
- Family Strong

Information and Referral

Army Family Action

Army Family Team Building

Military and Family Life Consultants: 222-7088

Quick Reference Information Listing

Public Health Nursing **Bldg. 673 – 433-8675**

- Child, Youth & School Services (CYS) Health Consultant
- Expectant Parent Classes
- HIV & Communicable Disease Programs
- Health Promotions
- Community Health Education Program
- Sexually Transmitted Disease Clinic
733-9280
(Health Department, Honolulu, HI)

Child, Youth & School Services **Bldg. 556 – 655-5314**

- Central Registration
- Full Time & Hourly Child Care
- Family Child Care
- Youth Services

Child and Family Assistance Center (CAFAC) **24-7 Response: 655-6600**

- Family Counseling
- Spouse and Child Abuse
- Anger Management
- Parenting Classes
- Marriage Counseling

Quick Reference Information Listing

Soldier Assistance Center Behavioral Health Services Bldg. 687 – 433-8571/8600

- Command Consultation
- Stress Management
- Child Life Skills & Rehabilitation
- Developmental Screening

American Red Cross Soldiers Support Center Bldg. 750 – 655-4927

- Babysitter Training
- Community First Aid & Safety (CPR)
- Armed Forces Emergency Services
- Blood Services
- Volunteering

Legal Family Law Center Bldg. 2037 – 655-8607/8608

- Notary
- Power of Attorney & Wills
- Landlord/Tenant Law
- Military Administrative Matters

Unit Risk Reduction Leader Tips

As a leader, one of your concerns may be to reduce the likelihood of Soldier at-risk behaviors during post-deployment reintegration and reset. The following tips will help in expediting that process:

- Perform in-theater briefings to include seat belt safety; safe driving factors such as speed limits, rest stops, and focus of attention; swimming, boating, and operating other recreational vehicles; alcohol consumption and driving; alcohol use and domestic violence; Army Substance abuse policy (zero tolerance for illicit use); and motorcycle safety.
- Review the last Risk Reduction quarterly statistics received prior to deployment for indications of at-risk behaviors and the recommended interventions to reduce the likelihood of reoccurrence.
- Schedule a Unit Risk Inventory within 90 days of arrival at your home station.

Leader Preventive Actions to Combat Stress

- Be decisive and assertive; demonstrate competent and fair leadership.
- Preserve Soldier welfare, safety, and health.
- Enforce sleep discipline.
- Be aware of environmental stressors such as light level, temperature, and precipitation.
- Recognize that fear is a normal part of combat stress.
- Rest minor stress casualties briefly, keeping them with their unit.
- Help Soldiers address any family concerns and/or separation, economic problems.
- Provide an upward, downward, and lateral information flow of communication.
- Allow open communication with Soldiers.
- Understand that stress in response to threatening or uncertain situations is normal.
- Create a spirit to win under stress.
- Conduct tough, realistic training.
- Ensure training includes understanding of combat and operational stress and how to deal with it.

Alcohol, Drugs & Substance Abuse

Request assistance from:



Army Substance Abuse Program (ASAP)
Bldg. 2091 Kolekole Avenue, Schofield Barracks, HI
Phone: 655-9113

<http://www.garrison.hawaii.army.mil>

(Click on "Services" then ASAP)

Prevention Education Training

Training Requirement: All Active Duty Soldiers will receive a minimum of 4 hours of alcohol and other drug abuse awareness training per year.

Prime for Life: A two day, 12-hour alcohol and drug program conducted monthly. This course is required for all Soldiers who are involved in an alcohol related incident on or off the installation, who test positive for illicit drugs during urinalysis, or who self-refer for alcohol or drug dependency. For enrollment into this course, Soldiers must be evaluated and referred by the ASAP Clinic. Family Members and retirees may elect to attend this course by contacting the ASAP Clinic.

Services: A wide range of prevention/education classes are available for unit level training. There are many resources (books, pamphlets, DVDs, fatal vision goggles, go kart, etc.) available for check out from the ASAP Resource Library.

Drug & Alcohol Testing

Army Substance Abuse Program (ASAP)

Bldg. 2091 Kolekole Avenue, Schofield Barracks, HI

POC: Drug Test Coordinator (DTC)

Phone: 655-6048/0682

Services: Training workshops are provided for certification and re-certification to newly assigned and current Unit Prevention Leaders (UPLs). The DTC offers alcohol training on the DOT certified breathalyzer testing device. Once certified, UPLs can check out the device and administer alcohol testing in conjunction with their drug testing, or on a case by case basis.

Clinical ASAP

Bldg. 673 Glennan Street

Clinical Director & Counselors: 433-8700

Adolescent Substance Abuse Counseling Service (ASACS)

Bldg. 556 Heard Street

(Kaala Recreation Center)

655-9944

ADDITIONAL ASAP RESOURCES:

Army Center for Substance Abuse Programs

(ACSAP) www.acsap.army.mil. Website provides information on upcoming Army wide campaigns, issues regarding substance abuse prevention and treatment.

Alcohol, Drugs & Substance Abuse

POTENTIAL COMMANDER MITIGATION MEASURES:

- Alcohol Assistance: Refer all Soldiers involved in an alcohol related incident to ASAP Clinic within 5 duty days.
- Drug Offenses: Conduct Smart Testing within each unit and increase health and welfare inspections. Refer all Soldiers with a positive drug test result for illicit use and/or law enforcement citations for alcohol and other drug abuse to ASAP Clinic within 5 duty days.
- Smart Testing by Commanders include:
 - Back to back testing
 - Weekend/holiday sweeps
 - Pre- and post-deployment testing
 - Testing during field exercises
 - Testing at the end of the duty day
 - Testing throughout the month
- Take Action: Adopt and enforce a **no tolerance policy**. Initiate separation actions within 30 days for all:
 - First time positive results for illicit drugs
 - Soldiers with two serious alcohol related incidents within 12 months
 - Soldiers convicted of DWI/DUI twice during their career

Crimes Against Persons or Properties

Request assistance from:



Directorate Emergency Services
Bldg. 742 Santos Dumont Avenue, WAAF
Phone: 656-6750/6751

DES Provost Marshal Office
Phone: 655-7114 (Schofield Barracks)
438-7114 (Fort Shafter)

Crimes Against Persons

Crimes against persons are usually committed due to tension related to a variety of factors which include: OPTEMPO, deployment schedules, financial problems, infidelity and immaturity.

POTENTIAL COMMANDER MITIGATION MEASURES:

Ensure Soldiers are educated on Anger Management, Coping Skills, and Sexual / Domestic Assault Awareness / Prevention within 30 days of PCS onto the Island or 30 days from return of deployment. Training is mandatory upon an incident generating an MP report.

Crimes Against Property

Crimes against property are normally due to complacency. Property owners assume that his/her property is safe and often fail to secure personal and government property, which makes it an easy target for theft/damage. Steps should be taken to prevent larceny and damage to both personal and government property.

Services: Contact the POC to receive information regarding physical security inspections of unit areas and motor pools, security analysis of parking areas including lighting improvements, and general suggestions on how to make offices and common areas less attractive to criminals.

POTENTIAL COMMANDER MITIGATION MEASURES:

DES can provide unit commanders with assistance in performing Health and Welfare inspections utilizing Military Police Investigations and Military Working Dogs. The service can be a valuable asset to the Commander in identifying problems such as possession of stolen property and possession of other contraband.

Services: DES offers Intoxilizer testing of Soldiers whenever equipment is not in use for DUI operations.

Traffic Violations

Request assistance from:



Directorate Emergency Services
Bldg. 742 Santos Dumont Avenue, WAAF
Phone: 656-6750/6751

Services: DES can assist the Commander in stimulating appropriate attitudes, procedures and behaviors. It assists in reducing opportunities for the acts to occur. It helps in discouraging potential offenders from committing traffic violations.

POTENTIAL COMMANDER MITIGATION MEASURES:

- Educate Soldiers and community members of the risks associated with traffic violations.
- Save-A-Life Checkpoints (DES)
- Suspension of privileges (USAG-HI)
- Remedial Training Program (Safety)
- Safety Days

Accidents

Request assistance from:



25ID Safety Office

Phone: 655-6751

Installation Safety Office

Phone: 655-6655

<https://airs.lmi.org>

Services: The Safety Office advises, and assists commanders on all matters concerning accident prevention. The Safety Office also offers several courses to make operating a privately owned motor vehicle safer. Sign up online for classes.

- Each unit is required to appoint a safety representative who is required to be trained by the Safety Office on principles of effective safety practices, IAW AR 385-10, chapter 2 and DA Pam 385-1. Contact your point of contact at the ISO for further information.
- Investigate and report all accidents promptly. Contact your Safety Office representative for assistance if needed.
- Reduce mishaps by inspecting office and work areas frequently and correcting deficiencies. Determine your higher risk operations and use risk management strategies.

Accidents

POTENTIAL COMMANDER MITIGATION MEASURES:

The Safety offers a variety of courses to ensure vehicular safety as follows:

Motorcycle Safety:

- Basic Rider Course: 3 days for new riders is the Army standard
- Experienced Rider Course: 1 day for road-experienced riders
- Military Sportbike Course: 1 day for experienced riders of high performance sportbikes
- Motorcycle Refresher Training: 2 hours of refresher following a re-deployment
- Evaluation: Local requirement to perform a skill test on the bike you ride

Automobile Safety:

- Course 3a Intermediate: For Soldiers under 26 years old. 1.5 hours
- Course 3b Advanced: For Soldiers over age 26. 1 hour
- Course 4 Supervisor: For supervisors of groups of Soldiers. 1 hour

Child & Spouse Abuse

Request assistance from:



Family Advocacy Program
Phone: 433-6606 (Tripler)
433-8579 (Schofield Barracks)

Army Community Service - FAP
FAP Program Manager
Phone: 655-4778

Victim Advocate phone: 624-SAFE (7233)

Treatment Services: FAP Social Workers provide interviews, assessments, intervention, treatment, and case management for families involved with child abuse.

Requirements:

- Unit Commanders will report all suspected cases of child abuse to the Military Police 655-7114 and Family Advocacy Program 433-6606/8579 (Tripler/Schofield).
- Education and Prevention Services: FAP provides briefings to Battalion and unit Commanders regarding family violence. Classes and group sessions are offered for families as follows: Anger Management, Stress Management, Women's Support, Couples Communication and Spouse Abuse Prevention Conflict Resolution.

Child & Spouse Abuse

To report child and spouse abuse, call 438-7114 or 438-0911 (MP Desk) in the Fort Shafter, Aliamanu Military Reservation or Tripler Army Medical Center. Call 655-7114 or 655-0911 in the Schofield Barracks or Helemano Military Reservation areas.

POTENTIAL COMMANDER MITIGATION MEASURES:

- Ensure all new Commanders and First Sergeants receive the mandatory Family Advocacy Program briefing within 45 days of assumption of command.
- Ensure all Soldiers receive their annual mandatory Family Advocacy Program briefing.
- Encourage all Soldiers and Family members to utilize the available resources to reduce the prevalence of family violence.
- Enforce Policy Memorandum USAG-HI-8, Mandatory 72-hour Physical Separation of Parties Involved in Domestic Violence.
- Report all suspected cases of family violence to the Military Police and Family Advocacy Program.

Sexually Transmitted Infections

Request assistance from:



Public Health Nursing, Health Education
TAMC: 433-6834
Schofield Barracks: 433-8675

Services: Classes are available to requesting units on a variety of health promotion topics to include:

- Women's Health
- Men's Health
- Communicable Disease to include Tuberculosis & HIV
- Self-care

Classes can be developed in other health topic areas upon request.

Suicidal Ideation, Self-Injury & Suicide Attempts

When a Soldier presents with any one of these concerns, the Soldier should be seen immediately by a helping provider:

- Talking or hinting about suicide
- Formulating a plan to include acquiring the means to kill oneself
- Obsession with death (music, poetry, artwork)
- Themes of death in letters and notes
- Finalizing personal affairs
- Giving away personal possessions

Suicidal Risk Highest When:

- The person sees **no way out** and fears things may get worse.
- The predominant emotions are **hopelessness and helplessness.**
- **Thinking is constricted** with a tendency to perceive his or her situation as all bad.
- Judgment is impaired by use of **alcohol or other substance.**

Suicidal Ideation, Self-Injury & Suicide Attempts

Services: Soldier Assistance Center (SAC) (433-8575) is the resource for evaluation and treatment of USARHAW Soldiers who may be at risk for self-injury or suicide. SAC provides mental health individual and group counseling for active duty Soldiers.

Behavioral Health (433-8600) is the resource for the evaluation and treatment of USARHAW Soldiers and all civilian family members who may be at risk for self-injury or suicide.

Unit Ministry Teams are the resource for Suicide Prevention Training. Utilize Family Life Chaplains as Subject Matter Experts for the ACE presentation. Utilize the ***Army ACE Suicide Intervention Program***. The goal is to ensure that all Warriors receive this training. ACE stands for “ask,” “care,” and “escort.”

After hours, utilize the Schofield Barracks Acute Care Clinic (433-8850) and the Tripler Army Medical Center Emergency Room (433-6629) for evaluation and treatment of persons at risk of self-injury or suicide.

POTENTIAL COMMANDERS MITIGATION MEASURES:

- Conduct prevention classes at the lowest levels possible in Soldiers' units.

Financial Problems

Request assistance from:



Army Community Service – FRP
Financial Readiness Program Manager
Phone: 655-4227

Classes are available to the community and requesting units on a variety of personal finance promotion topics to include:

- Checkbook Maintenance
- Family Subsistence Supplemental Assistance
- Thrift Savings Plan (TSP) and Retirement
- Understanding Insurance
- Home Buying
- Basic Investments
- Credit Management
- Money Talk (Couple Financial Communication)
- Car Buying
- Breaking the Financial Bonds

POTENTIAL COMMANDER MITIGATION MEASURES

- Ensure all first term enlisted Soldiers receive DA mandated financial training (8 hour course).
- First term Soldiers attending ACS Ho'Ike (newcomers orientation) will receive a "golden ticket/invitation" to attend the next first term training offered at ACS.

Housing

Request assistance from:



Army Hawaii Family Housing (AHFH) Office
Housing Services Office

Schofield Barracks
Bldg. 950, 215 Duck Road
AHFH phone: 275-3700
Housing Services: 275-3149

Fort Shafter
Bldg. 1004, 111 7th Street
AHFH phone: 275-3800
Housing Services: 438-3820

Services: The Army Hawaii Family Housing office provides counseling on on-post housing, assignments and terminations.

The Housing Services Offices provide counseling on off-post housing and grants and temporary lodging allowance (TLA) authorizations for service members accompanied by families.

Activities Guide Section

Better Opportunities for Single Soldiers
(BOSS)

Located in the Tropics Family
Entertainment Center

Phone: 655-8169

Bldg. 589 Foote Avenue
Schofield Barracks

Tropics Family Entertainment Center

Phone: 655-0002/5697

Bldg. 589 Foote Avenue
Schofield Barracks

MWR Outdoor Recreation

Phone: 655-0143

Kaala Recreation Center
Bldg. 556 Heard Street
Schofield Barracks

Information, Tickets & Registration (ITR)

Schofield Barracks

Phone: 655-9971

Flagview Mall

Bldg. 3320 Glennan Street

ITR Fort Shafter

Phone: 438-1985

PX Market

Bldg. 550 Pierce Street

Swimming Pools

Aliamanu Military Reservation

Phone: 833-0225, Bldg. 1785

Richardson Pool, Schofield Barracks

Phone: 655-578, Bldg. 578

Helemano Military Reservation

Phone: 653-0716, 445 Kuapale Road

Tripler Army Medical Center

Phone: 433-5257, Bldg. 301

Bowling Centers

Fort Shafter Bowling Center

Phone: 438-6733

Bldg. 660 Chamberlain Road

Schofield Barracks Bowling Center

Phone: 655-0573

Bldg. 557 Burr Street

Wheeler Army Airfield Bowling Center

Phone: 656-1745

Bldg. 835, 1735 Wright Avenue

Golf Courses

Leilehua Golf Course
Mililani Technical Park
Phone: 655-4643
Bldg. 6505 Leilehua Road

Walter J. Nagorski Golf Course
Phone: 438-9587
Bldg. 711 Morton Drive, Fort Shafter

Community Clubs

Nehelani Community Club
Phone: 655-4466
Bldg. 1249 Kolekole Avenue
(Across from the Schofield Barracks Inn)

Hale Ikena Community Club
Phone: 438-1974
Bldg. 711 Morton Drive, Fort Shafter

Wheeler Stables

Wheeler Army Airfield Stables: 656-0113
www.wheelersaddleclub.org

Paintball

Paintball Hawaii at Wheeler AAF: 343-3929
Location: Old BMX track near baseball fields

Fitness Centers

Martinez Physical Fitness Center
655-4804/655-0900
Bldg. 488, Schofield Barracks

Health & Fitness Center
655-8007 (Fees, call for information)
Bldg. 582 Trimble Road, Schofield Barracks
(Across from SGT Smith Theater)

Aliamanu Military Reservation Fitness Center
836-0338
Bldg. 1780 Bougainvillea Loop

Fort Shafter Fitness Center
438-1152
Bldg. 665 170 Chapple Road

Helemano Military Reservation Fitness Center
653-0719
Bldg. 441 Kuapale Road

Tripler Fitness Center
433-6443
Bldg. 300 Krukowski Road

Recreation Activities

Kilauea Military Camp (KMC)

KMC at Kilauea Volcano
(A Joint Services Recreation Center)
Crater Rim Drive
Hawaii National Park, HI 96718
967-8333
www.kmc-volcano.com

Hale Koa Hotel

2055 Kalia Road
Honolulu, HI 96815-1998
Toll Free Reservations
1-800-367-6027
www.halekoa.com

Piilaa Army Recreation Center (PARC)

Bldg. 4065, 85-010 Army Street
Waianae, Hawaii 96792
Phone: 696-4158
Fax: 696-7841
www.mwrarmyhawaii.com



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