



Lartey Wellness  
Group

**Behavioral Mental Health Client Handbook**

**[www.larteywellness.com](http://www.larteywellness.com)**

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## **Frank Lartey**

### **Founder, Licensed Therapist**



As an immigrant from West Africa, who has lived in the U.S. for over 25 years, Frank founded the Lartey Wellness Group to assist working professionals unlock the keys to wellness, balance and happiness. As a father, husband, entrepreneur, and outdoor sports enthusiast, Frank knows first hand how challenging it is to balance work and personal life. For over 15 years, Frank has been working with executives and managers from Fortune 500 companies and government agencies to reach beyond their personal predicaments, break the chains of their environment, and design the life that they truly desired and deserved. Frank recognizes that life's problems serve as obstacles that prevent you from reaching your desired goals. Frank implores counseling strategies which focus on unconditional positive regard to help you tap into your own innate potential and enhance your skills, resources, and abilities to actualize your vision and goals.

## About Lartey Wellness Group

The Lartey Wellness Group, LLC (LWG) is a person-centered counseling and life coaching professional services organization that helps families, couples and individuals to obtain a balance of the mind, body and soul to reach an overall feeling of well-being. We deliver positive results in the lives of families and individuals through a strengths-based, person-centered counseling approach that focuses on renewing a person's mind, revitalizing their health, and liberating their soul. Our clientele includes, but is not limited to, individuals, couples, families and PRP referrals, ranging from adolescents to adults up to 60 years old. We serve a variety of persons who are self-referred, agency referred, or court referred.

### Locations

Lartey Wellness Group, LLC operates out of two locations in Maryland. Our home office is located in Laurel, MD.

### Laurel Office

1. 8101 Sandy Spring Road, Suite 250-H, Laurel, MD 20707

### Downtown Baltimore Offices (Inner Harbor)

2. 300 E. Lombard Street Suite 840 Baltimore, MD 21202 (First National Bank Building)

- Suite 840 is the double glass door suite next to the Women's bathroom.
- When you come into the suite please have a seat in the waiting area, and I will come get you at our scheduled time.

#### ★ **Parking:**

There is metered parking along the sides of the building. The metered parking is your cheapest option. The building has parking. Prices as follows:

- 0-1 hour: \$6
- After 5pm weekday: \$10 (Avoid if possible, use meters)
- Weekend: flat rate \$15 (Avoid if possible, use meters)

**Website:** [www.larteywellness.com](http://www.larteywellness.com)

**Phone Number:** (800) 994-5403

**Fax Number:** (443) 378-8436

**Hours of Operation:** Monday-Sunday 9AM-8PM

## **Our Services**

### **Mental Health Concierge**

The Lartey Wellness Group provides a complementary mental health concierge service to each of our clients. Mental health concierge services include assistance with scheduling appointments, answering questions, and personal one-on-one check in sessions to discuss issues in-between your sessions. Your personal mental health concierge can also help talk to your partner to convince them to join/participate in counseling sessions.

### **Couples/ Marriage Counseling**

We provide couples counseling that focuses on effectively communicating with your partner through positive interactions (i.e. listening, validating the other person, using soft words, expressing appreciation, affirmation, physical affection, compliments, etc.) as opposed to negative behaviors (i.e. raising one's voice, stating a complaint, or expressing one's anger).

### **Counseling for Anxiety and Worry**

We help you develop a clearer understanding of your anxiety by exploring the nature and experience of your anxiety symptoms. We equip you with the skills to learn how to better observe, record, and report anxiety-related triggers, thoughts, feelings, and behaviors.

### **Counseling for Depression**

Our professionals will teach you the skills to help prevent your depression by showing how to change work and personal patterns that increase the risk of becoming depressed.

### **Career Coaching**

Whether you are transitioning, or wanting to climb higher in your current career, the professionals at the Lartey Wellness Group can help you determine the concrete steps necessary to answer these questions and achieve your career goals and objectives.

### **Telehealth Services**

We also provide all of our counseling services via video conference/phone if desired. Our clients enjoy the cheaper costs (up to 50% cheaper than face-to-face) and also the flexibility that Telehealth provides. It allows you to have sessions from the comfort of your own home/office. Telehealth also allows sessions to be conducted after work hours so that you don't have to take off from work or rush after work to try to make it to sessions before we close. We offer appointments up to 11pm Mon-Saturday. Please let us know if you are interested in our telehealth services. Typically, clients have reservations at first, but after they try it, they love the convenience and the ease. The relevant link for the video sessions will be provided in your email confirmation. We use teleport.video for our video sessions. This software does not rely on external software or plugins when used in a web browser. It is also available for download on iOS and Android devices in the app store.

# Telehealth Appointments

## How to Join a Telehealth Session

### TherapyNotes Client Portal

1. The client will receive an invitation via email to join the therapy portal after booking.
2. Log in to your Lartey Wellness Group's client portal.
3. Any telehealth sessions that are ready for you to join will appear at the top of your home page. You have the option to join a session for any recent or upcoming appointments scheduled with your practice.
4. Click the "Join Session" button for your appointment.
5. Your browser will prompt you to share access to your camera and microphone. Click Allow.
6. In the telehealth waiting room, select the Camera and Microphone you want to use for your session. You should see a preview of your video and an audio meter that responds to your voice.
7. When you're ready to join your session, click the I'm Ready button.
8. Once you indicate that you're ready for your session, you'll connect immediately with your provider if they're ready to go. If not, a waiting screen will appear. Please remain on this screen until your provider joins the session.

In a telehealth session, your video will appear in the upper left corner of your browser, and your provider's video will appear larger in the middle of the browser. You can disable your camera, mute your microphone, and end the session using the buttons in your control tray.

When a session ends, you'll be taken back to your home page. If you end the session by mistake, you may rejoin the session. To rejoin a session, click the **rejoin the session** link in the banner that appears on your home page. Both you and your provider must choose to rejoin in order to reconnect in the telehealth session.

## Pricing and Fees

### No-Show/Cancellation Policy

Please be advised that we require at least 48 hours' notice for no shows or cancellations of therapy appointments. There is a charge of \$50 for no shows, or cancellations that are outside of the 48-hour window. If you decide to proceed with scheduling your therapy appointment, we safeguard your credit card information in our secure payment site managed by Square. Your credit card will not be charged unless you violate our No-Show/Cancellation Policy. We also send text and email reminders 48 hours prior to your appointment.

### Rates and Insurance

Our rates range from \$25 - \$200, depending on the service provided. We accept the following insurances: United Healthcare, CareFirst, Blue Cross Blue Shield, Cigna and Medicaid. Please call us to confirm. There may be a small out of pocket fee, but please call us to verify.

All sessions are 45-50 minutes for clients using insurance. Some of our therapists accept insurance and some do not. Please view the "Our Professionals" page on our website to see

which therapists accept insurance and the type of insurance they accept. We are currently not accepting insurance for couples counseling. If your therapist does not accept your insurance, we will provide you with the paperwork needed to receive a reimbursement from your insurance company. Services may be covered in full or in part by your health insurance or "benefit plan. As a courtesy, we will attempt to verify your insurance, but it is the patient's responsibility to know their policies and what they will and will not cover. Please check your coverage carefully by asking the following questions:

- Do I have mental health insurance benefits?
- What is my deductible and has it been met?
- How many sessions per year does my health insurance cover?
- What is the coverage amount per therapy session?
- Is approval required from my primary care physician?

#### **Private Pay Pricing:**

<b>Licensed Clinical Social Worker/Licensed Clinical Professional Counselor (5+ Years Experience)</b>	<ul style="list-style-type: none"> <li>• <b><u>Individual Session:</u></b> \$130 for the initial session, \$105 for the subsequent sessions.</li> <li>• <b><u>Couples Session:</u></b> \$130 per session</li> <li>• <b><u>30-Minute Session:</u></b> \$65 (for out-of-pocket clients only).</li> </ul>
<b>Licensed Master Social Worker/Licensed Graduate Professional Counselor (2-4 Years Experience)</b>	<ul style="list-style-type: none"> <li>• <b><u>Individual Session:</u></b> \$85 for the initial session, \$75 for the subsequent sessions.</li> <li>• <b><u>30-Minute Session:</u></b> \$50 for a 30-minute session (for out-of-pocket clients only).</li> </ul>
<b>Therapist Resident (less than 2 Years Experience)</b>	<ul style="list-style-type: none"> <li>• <b><u>Individual Session:</u></b> \$65 per session.</li> <li>• <b><u>30-Minute Session:</u></b> \$40 for a 30-minute session (for out-of-pocket clients only).</li> </ul>
<b>Psychiatric Nurse Practitioner (Medication Management)</b>	<ul style="list-style-type: none"> <li>• <b><u>Intake Session:</u></b> \$200</li> <li>• <b><u>25-Minute Follow Up:</u></b> \$150</li> <li>• <b><u>15-Minute Follow Up:</u></b> \$100</li> </ul>

## **Programs Offered by Lartey Wellness Group, LLC**

Persons served must meet the criteria for mental health therapy and demonstrate sufficient motivation and environmental support to suggest they can remain motivated during their involvement with treatment. All persons served will be screened for presenting problems, mental health symptoms, and physical health symptoms. This program includes individual counseling, group counseling, family counseling as needed, referrals as needed, treatment planning and review and discharge planning.

**Hours of Programming:** At least one hour per month of individual or family sessions. Group sessions are held weekly for a duration of nine weeks.

**Length of Program:** Normally 6 months and up to one year.

**Treatment Plan Review Schedule:** Every 90 days.

**Continuing Care (Referrals)**

Persons served must meet the criteria for the Psychological Rehabilitation Program (PRP) and have completed the assessment and treatment plan to be referred to PRP. This program includes individual counseling, group counseling, family counseling, referrals as needed, treatment planning/ reviews, and discharge planning.

**Hours of Programming:** Weekly meeting of one hour with individuals. Child/ Adolescent and Adult sessions 3 to 6 meetings per month, respectively.

**Length of Program:** Normal length is up to one year.

**Treatment Plan Review Schedule:** Every 90 days.

**Pro Bono Counseling**

At the Lartey Wellness Group, we offer Pro Bono counseling which is a free service available to adults who are unemployed, uninsured, under insured, or unable to afford traditional counseling services. We are able to provide clients with short term counseling free of cost. The sessions will be provided by Master's Level students, Licensed Professional Counselor Interns, Social Work Interns, or Marriage and Family Therapy Interns supervised by Mr. Franklin Lartey, LCPC.

**Pro Bono Services Eligibility Criteria:**

- Individuals and Couples
- Uninsured/Under-insured
- Unemployed
- Unable to afford traditional counseling services
- Commitment to prompt attendance and to fully participate in therapeutic interventions and homework

**Individuals/Couples Are Ineligible if:**

- Involved in court or legal issues (probation, parole, deferred adjudication)
- Child and Adult protective services involvement
- Couples in or moving towards divorce proceedings
- Child custody cases
- Court ordered services
- Struggling with drugs and alcohol as primary issue or suffering from chronic mental illness
- Any issue outside of the therapeutic competency of our counseling staff

**Please Note:** All Pro Bono clients are pre-screened for appropriateness. If it is determined that an individual or couple needs more intensive services than what our counselors can provide, we can refer to them so they can be matched with the appropriate services.

## **Advanced Directives**

**What is an Advance Directive?**

An advance directive outlines a person's wishes in the event that he or she is incapacitated or unable to express wishes for health care and treatments. The first step is to think through and write down how you want to be treated when you have a mental health crisis or are hospitalized. Here, again, are things to consider:



1. Whom you want to be notified in case of a mental health crisis
2. What happens to you during a mental health crisis and what helps you recover after the crisis
3. Where you would like to go if emergency treatment or hospitalization is required
4. Alternatives to hospitalization
5. The health care professionals you want involved in your care or those who should be consulted
6. Types of medical treatment(s) that you want or do not want (and briefly state the reason)
7. How you want to be treated in the event of hospitalization
8. Medical conditions or allergies doctors should be aware of
9. People you would permit as visitors in the hospital
10. People to contact who can help with bills, pet care, etc.

### **Behavioral Health Advance Directive**

In a behavioral health advance directive, people are able to express their preferences on where to receive care and what treatments they are willing to undergo. They are also able to identify an agent or representative who is trusted and legally empowered to make healthcare decisions on their behalf. These decisions may include the use of all or certain medications, preferred facilities, and listings of visitors allowed in facility-based care. Advance directive laws may vary across states. Therefore, it is important to be sure that any advance directive form meets the requirements of a given state.

### **Common Components of a Behavioral Health Advance Directive**

1. A statement of one's intent in creating an advance directive for behavioral healthcare decision-making
2. The designation of another person to make decisions for an individual if he or she is determined to be legally incompetent to make choices. Generally, this designation also includes provisions for who should be appointed as guardian if a court decides to name one.
3. Specific instructions about preferences for hospitalization and alternatives to hospitalization, medications, electroconvulsive therapy, and emergency interventions, including seclusion, restraint, medication, and participation in experimental studies or drug trials
4. Instructions about who should be notified immediately if and when the person is admitted to a psychiatric facility. Instructions should also include who should be prohibited from visiting and who should have temporary custody of minor children or pets.
5. Personal rights to suspend or terminate an advance directive while incapacitated, if allowed by the law in the state
6. A signature page with two witnesses and a notary who sign the advance directive

### **Creating A Psychiatric Advance Directive**

#### *Step 1: Decide Your Wishes*

Consider whether you want to be treated over your own objection when you are very ill.

It is a good idea to talk your wishes over with other people who know and understand you: family members, friends, therapists, case managers, your support system or doctors. They can help you think things through and may give you good suggestions. Just remember, in the end, what you put in your psychiatric advance directive is up to you.

### *Step 2: Find Your Health Care Agent*

The second step is to find a person, or people, who know and understand you and are capable of acting as your health care agent (also called a proxy or patient advocate). Explain why you need their help and what you are asking them to do. Remember:

- Your health care agent needs to be reachable in case you have a mental health crisis or if you are hospitalized
- As long as you have the capacity to make medical decisions, your agent will not be needed
- When doctors declare that you lack the capacity to make decisions, your agent will be asked to speak for you
- Your agent will abide by the wishes expressed in your advance directive
- Your agent may also have to make decisions about your care that are not spelled out in your advance directive
- You may give your agent the responsibility to make healthcare decisions for you over your objections
- If you know two people you trust, depending on state law, you can name one to be your agent and the other to be a back-up person. During a crisis, under applicable state law a physician may invoke ethical and community standards and override your wishes in your advance directive and the decisions made by your agent.

### *Step 3: Write Your Advance Directive*

Psychiatric advance directives may be used in certain states, while in other states you may be able to use a different but similar document such as a health care directive form, or a health care power of attorney. A psychiatric advance directive is a legal document, so you should type your responses on a computer if at all possible so your document is clearly legible. Typically, the first section of the form states your intention to complete an advance directive and your desire to have it followed. The subsequent sections then typically state your specific wishes. In the last section, you typically sign and date the form. Depending on state law, you may need one or more people to witness your signature and to have all signatures notarized by a notary public.

### *Step 4: Give Out Copies Of Your Psychiatric Advance Directive*

It is important that people know you have completed an advance directive and know where to find it. You will need to make a number of copies. Put a copy in your home where it can be easily found, and put the original in a safe place with your other important papers.

Be sure to give copies to people you trust – your agent and a trusted relative or friend. Give copies to:

- Your health care agent
- Your health care professionals at the mental health center
- Your health care providers that you named in your advance directive
- Any hospital where you have been a patient

- Any hospital where you want to be treated
- Make a list of the people and places that have your advance directive and keep it with you

## **What Are My Rights and Responsibilities?**

### **As a consumer of services you have the right to:**

- Be treated with respect
- Receive services in a safe & clean place
- Receive services regardless of your ability to pay
- Receive services no matter what your race, religion, sex, age or disability
- Expect the people working with you to never physically or sexually abuse you or say hurtful things to or about you
- Have a treatment plan, made by you and the clinician that you agree to work on
- Refuse to participate in any kind of survey or research
- Expect all information to be kept confidential unless you agree to release it
- Have your opinions about your care heard and used to improve our services
- Receive help if you do not believe you are being treated fairly

### **As a consumer of Lartey Wellness Group, LLC you have a responsibility to:**

- Be courteous to other consumers and staff
- Relate your strengths, needs, abilities and preferences to your clinician as honestly and completely as possible
- Ask questions about anything you don't understand
- Inform your clinician should you have any special needs
- Actively participate in your treatment and in meeting your goals
- Inform your clinician if you wish to discontinue therapy
- Attend services alcohol and drug free

## Education on Wellness and Recovery

### Overview

The Health, Wellness, and Recovery section of the training guide provides useful resources and information to help people with mental and substance abuse disorders to develop and maintain a healthy lifestyle. It examines the significance and relationship of health, wellness and recovery for people with mental health disorders. There are tools to help people with a self-directed recovery.

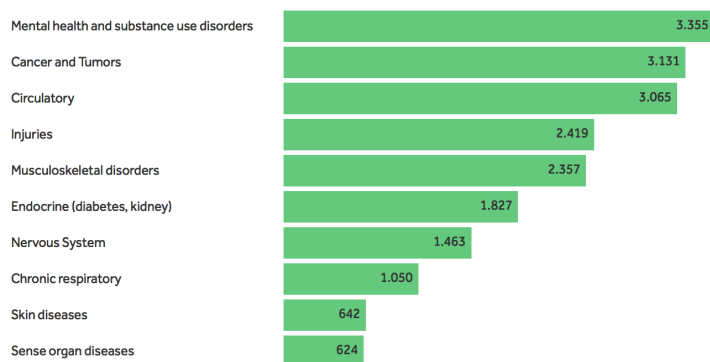
### What You Will Learn

1. Determine the relationship between health, wellness, and recovery, and the impact on people with mental health disorder.
2. Identify resources to help people with become healthy, incorporate a wellness lifestyle, and be on the path to recovery

### Physical and Mental Health

According to the National Alliance on Mental Illness (NAMI), people living with a mental illness, on average, die 25 years earlier than the general population. This is largely due to the fact that physical and mental health are fundamentally connected. Chronic medical disorders and complex health needs are expected to co-occur. Medications, in particular atypical antipsychotic drugs, lead to physical health conditions, such as weight gain, high cholesterol, and diabetes that cause early mortality rate for people with mental health conditions. Mental illnesses also result in other declining health habits, such as smoking, poor weight management/nutrition, and physical inactivity. Disabilities and diseases cause a burden that negatively affects a person's well-being.

Age standardized disability adjusted life years (DALYs) rate per 100,000 population, both sexes, 2015



Source: [Kaiser Family Foundation analysis of data from Institute for Health Metrics and Evaluation, Global Burden of Disease Study 2016 \(GBD 2016\) Data Downloads](#)

Peterson-Kaiser  
**Health System Tracker**

### Disability Adjusted Life Years

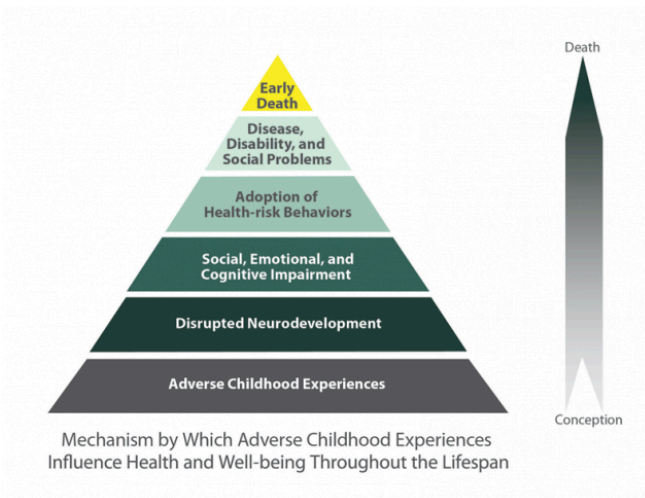
The National Institute of Mental Health (NIMH) quantifies the burden of disability associated with a disease or disorder as measured by disability adjusted life years (DALY). DALY is a unit that represents years lost to disability, illness, or premature death for a given population. DALYs are calculated by adding the number of years of life lost (YLL) to the number of years lived with disability (YLD) for a certain disease or disorder.

The Age Standardized Disability Adjusted Life Years (DALY) rate per 100,000 population, both sexes, 2015 chart, provided by the Kaiser Family Foundation, displays the DALY of various illnesses for men and women in the United States. It shows that mental health and substance

abuse disorders are the leading cause of years lost to a disability for men and women in the United States.

### **Adverse Childhood Experiences**

A study done by the Center for Disease Control and Prevention (CDC) - Kaiser Permanente discovered the effects of Adverse Childhood Experiences (ACEs). ACEs are traumatic events occurring prior to age 18 that impact a person's future violence victimization and perpetration, and lifelong health opportunities. Traumatic events include poverty, physical abuse, sexual abuse, emotional abuse, physical neglect, emotional neglect, intimate partner violence, mother treated violently, substance misuse within household, household mental illness, parental separation or divorce, and an incarcerated household member. The ACEs test measures child exposure to trauma by quantifying each traumatic event by one unit. Lasting effects of a high ACEs score lead to increased risk for 7 out of 10 leading causes of death, and decreased life expectancy of 20 years. The pyramid chart, from the CDC, shows how ACEs affects a person throughout his/her life.



Safe, stable, and nurturing relationships and environments are key to preventing ACEs. Healthy, safe, and trusting relationships with parents and non-care givers significantly lessen ACEs by reducing consistent stress hormone activation. There are strategies to help prevent ACEs. The CDC identifies strategies to reduce ACEs in communities. These strategies are home visits to pregnant women and families with newborns, parenting skills programs, intimate partner violence prevention, social support for parents, parent support programs for teens and teen pregnancy prevention programs, mental illness and substance abuse treatment, affordable high quality childcare, and sufficient income support for lower income families. Supporting these strategies positively impacts the range of health problems in communities, and supports skills that help develop and sustain a nurturing environment for children.

### **Examples of Adverse Childhood Experiences (ACEs) and Counter-ACEs**

<b>Adverse Childhood Experiences (ACEs)</b>	<b>Counter-ACEs</b>
<ul style="list-style-type: none"> <li>Physical, verbal, or sexual abuse</li> </ul>	<ul style="list-style-type: none"> <li>Liking school</li> </ul>
<ul style="list-style-type: none"> <li>Physical or emotional neglect</li> </ul>	<ul style="list-style-type: none"> <li>Teachers who care</li> </ul>
<ul style="list-style-type: none"> <li>An alcoholic parent</li> </ul>	<ul style="list-style-type: none"> <li>Opportunities to have fun</li> </ul>
<ul style="list-style-type: none"> <li>A family member in jail</li> </ul>	<ul style="list-style-type: none"> <li>A predictable home routine</li> </ul>
<ul style="list-style-type: none"> <li>The disappearance of parent through divorce, death or abandonment</li> </ul>	<ul style="list-style-type: none"> <li>Feeling comfortable with yourself</li> </ul>
<ul style="list-style-type: none"> <li>A family member diagnosed with a mental illness</li> </ul>	<ul style="list-style-type: none"> <li>Having a caregiver with whom you feel safe or good friends and neighbors</li> </ul>
<ul style="list-style-type: none"> <li>A mother who is a victim of domestic violence</li> </ul>	<ul style="list-style-type: none"> <li>Beliefs that provide comfort</li> </ul>

## **Wellness**

Maintaining wellness is a means to positively manage physical and mental health. Wellness is a process of becoming aware to make healthy choices to achieve a higher quality of life. It is possible to seek and practice wellness while being ill or stressed. Optimal wellness reduces stress, risk of illness, and creates a path to reach one's full potential. Wellness consolidates various dimensions of a lifestyle in order to address the whole person, and mobilize a person's positive qualities and strengths.

## **Wellness Strategies**

According to the Substance Abuse and Mental Health Services Administration (SAMHSA), combining mental health, substance abuse, and primary care services is the most effective wellness strategy. Below are strategies to maintain wellness:

- Not smoking nor using addictive substances, limiting alcohol usage, eating nutritious foods, exercising, and monitoring weight, blood pressure, sleep, and oral health.
- Communication between mental health professionals and primary care providers promotes wellness for an individual.
- Understanding medications, alternative medications, monitoring symptoms, and asking questions creates awareness that leads to maintaining wellness.

## **The 8 Dimensions of Wellness**

SAMHSA introduces the eight dimensions of wellness to help develop healthy habits to positively impact physical and mental health. Incorporating the eight dimensions of wellness tackles early mortality from treatable and preventable conditions. The eight dimensions of wellness are as follows:

<b>Wellness Dimension</b>	<b>Wellness Dimension Description</b>
1. Emotional	<ul style="list-style-type: none"><li>• Coping effectively and building relationships</li></ul>
2. Environmental	<ul style="list-style-type: none"><li>• Inhabiting a stimulating, positive, and safe environment.</li></ul>
3. Financial	<ul style="list-style-type: none"><li>• Maintaining good financial habits</li></ul>
4. Intellectual	<ul style="list-style-type: none"><li>• Engaging in mentally stimulating activities and expand knowledge</li></ul>
5. Finding passions to engage in at work	<ul style="list-style-type: none"><li>• Finding passions to engage in at work</li></ul>
6. Physical	<ul style="list-style-type: none"><li>• Identifying the necessity for physical activity, a nutritious diet, and sleep</li></ul>
7. Social	<ul style="list-style-type: none"><li>• Establishing a connection to a trusting, positive support system</li></ul>
8. Spiritual	<ul style="list-style-type: none"><li>• Identifying a sense of purpose in life</li></ul>

## **Recovery**

Incorporating wellness into daily life increases mental and physical health and makes recovery more obtainable. Recovery is a complex concept, especially in terms of mental and physical health. Recovery refers to a return to a state of 'normalcy'. When an individual struggles with mental and/or substance abuse disorders he/she may not know what 'normal' feels like.

Pat Deegan, PhD experienced her own journey through recovery after she was diagnosed with schizophrenia when she was a teenager, and was told that she would not live a 'normal' life. Despite this, she went on to get her PhD and became an advocate for disability rights and promotes recovery and empowerment. The video here is a short clip of Pat Deegan's full-length lecture on recovery. In this video, she describes her experience of diagnosis and recovery.

Recovery is unique to each individual, can be achieved while still experiencing symptoms, and is defined by the individual. SAMHSA's working definition of recovery is "a process of change through which individuals improve their health and wellness, live self-directed lives, and strive to reach their full potential." This definition indicates that recovery is a process directed by the individual.

SAMHSA introduces four major dimensions of recovery: health, home, purpose, and community. Health refers to managing disease or symptoms and making informed decisions that maintain physical and emotional wellbeing. Home refers to a stable and safe place to live. Purpose refers to meaningful daily activities (school, work, volunteering, etc.) that produce independence, income, and resources to successfully participate in society. Community refers to relationships that support friendship, love, and hope.

### **The Ten Guiding Principles of Recovery**

In addition to the four dimensions of recovery, there are these ten guiding principles:

**1. Hope**

Hope provides a belief that recovery is real, motivates a person for the future, and that he/she can overcome challenges.

**2. Person-driven**

A person defines their own goals and creates his/her own paths to achieve his/her goals. A person uses his/her autonomy and independence to choose services that support his/her recovery and regain control in his/her life.

**3. Many-pathways**

Understanding that an individual is unique and has unique experiences will help in determining his/her pathway(s). Recovery is based on the whole individual, and thus are personalized and incorporates various resources including professional clinical treatment, medications, family, school, faith, peers, and other resources. Recovery is dynamic and facilitates constant growth, and may include some setbacks. Creating a supportive environment is key to limiting setbacks and fostering recovery.

**4. Holistic**

Recovery encompasses the whole individual. Areas to address in encompassing the whole individual are self-care practices, family, housing, employment, transportation, education, clinical treatment for mental disorders and substance abuse, services and supports, primary healthcare, dental care, complementary and alternative services, faith, spirituality, creativity, social networks, and community participation.



**5. Peer Support**

Sharing experiences, knowledge, and skills are an invaluable resource in recovery. Peer groups help people feel a sense of belonging, supportive relationships, value, and community. A person will find valuable resources in their journey towards recovery. In particular, peer support is important for families with children with behavioral health problems and their recovery.

**6. Relational**

It is important for a person to be surrounded by people who believe that he/she can recover, offer hope, encouragement, and strategies and resources for change. A person can engage in new, healthy roles that empower him/her through these relationships

**7. Culture**

Culture includes values, traditions, and beliefs. Cultures are diverse, and can vary person to person. Services should be culturally grounded, attuned, sensitive, congruent, competent, and personalized to a person's needs.

**8. Address Trauma**

Trauma is generally a precursor to alcohol and drug use or mental health problems. Services should be trauma-informed and promote safety, trust, empowerment, and collaboration.

**9. Strengths/Responsibility**

Individuals, families and communities all have strengths and responsibilities. Individuals are responsible for their own self-care, journey towards recovery, socialize with peers, speak about their strengths, needs, and wants. Families are responsible for supporting an individual. Communities are responsible for providing opportunities and resources to address discrimination and foster social inclusion and recovery.

**10. Respect**

It requires courage to take steps towards recovery. A person needs to acknowledge self-acceptance, develop a positive and meaningful sense of identity, and regain a belief in one's self. Additionally, communities, systems, and societal acceptance and appreciation for people with mental health and substance problems are important in recovery

Source: <http://accendservices.com/guides/trainingguide-hwr.php>

## Community Resources

### Advocacy Organizations

1. **Maryland Department of Health Developmental Disabilities Administration Behavioral Supports**  
201 W. Preston Street  
Baltimore, MD 21201  
877-463-3464  
410-767-6500  
<https://dda.health.maryland.gov/Pages/Self-Advocacy%20Specialist.aspx>
2. **Helping Hands at The Arc Baltimore**  
7215 York Rd  
Baltimore, MD 21212  
410-668-8570  
[http://www.thearcbaltimore.org/self\\_advocates\\_programs\\_services.html](http://www.thearcbaltimore.org/self_advocates_programs_services.html)
3. **People On the Go of Maryland**  
7000 Tudsbury Road  
Baltimore, MD 21244  
(443)-923-9593  
<http://www.peopleonthegomaryland.com>
4. **Rights and Rallies**  
SEEC  
Silver Spring, MD 20910  
301-576-9000

## Crisis Management

### If You Are Experiencing an Emergency:

1. Please call **911** immediately.
2. Additionally, **Maryland's Crisis Helpline** is available **24/7** to provide support, guidance, and assistance. Please call **211** and select **option 1**, text your zip code **898-211**, or visit **211MD.org**.
3. You can also call your local **Mobile Crisis Team** (MCT) which we have listed the numbers for below.
4. Please reach out to us at your earliest convenience to **schedule an appointment** with your therapist. They will help walk you through a **safety plan** to help you during crisis situations.

**Please, always seek out help when you are feeling low. There are people out there who can help you and who are willing to listen. You are never alone.**

### Mobile Crisis Team Hotline:

- **Howard County:** (410) 531-6677
- **Baltimore County:** (410) 931-2214
- **Baltimore City:** (410) 433-5175
- **Montgomery County:** (240) 777-4000
- **Prince George's County:** (301) 429-2185

### Additional Helpful Resources:

- **Maryland Crisis Helpline:** 211
- **National Suicide Prevention Hotline:** (800) 273-825

## Lartey Wellness Group, LLC Official Policy and Procedure

- ☰ Code of Conduct Policy
  - ☰ Confidential Information Dissemination Policy
  - ☰ Rights and Responsibility Policy
  - ☰ Screening and Access to Services Policy
  - ☰ Treatment Plan Policy
  - ☰ Transition and Discharge Planning Policy
  - ☰ Pharmacotherapy
  - ☰ Crisis Intervention Services
  - ☰ Personal Safety Plan
  - ☰ LWG Child & Adolescent Outpatient Mental Health Program Plan
  - ☰ Positive Interventions Policy
  - ☰ Records of the Persons Served Policy
  - ☰ Client Grievance Policy
  - ☰ Weapon-Free Workplace
  - ☰ Smoking and Tobacco Use Policy
  - ☰ Infection Control
  - ☰ Evacuation and Fire Emergency
  - ☰ Emergency Equipment and First Aid Policy
  - 📄 Drugs Alcohol and Medication Policy and Procedure .docx
  - ☰ Business Continuity and Disaster Recovery Plan
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