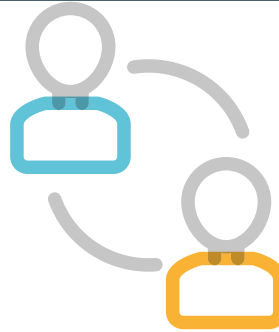


GETTING READY

- Read the [COVID-19 Medical, Mental Health, Trainee Employee Assistance Program \(TEAP\), and Oral Health Protocols](#).
- Check with your HWM and center administration to make sure center has Chromebooks for students and computer with camera for you. If not, then make plans to provide services by telephone during quarantine.
- Consider setting up FREE [Google Voice](#) account, which is helpful for texting with students.
- Contact your IT person to help you create your Mental Health Google Classroom and WebEx account. For additional assistance, check out the [Google Classroom for Mental Health](#) webinar.

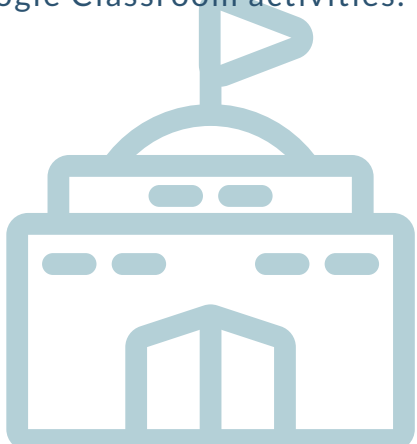


- Secure the list of returning students from the HWM ahead of time, so you can begin SIF review and **schedule virtual individual sessions** for students once they arrive on center.
- Encourage open discussions and clear explanations with returning students for why COVID-19 precautions are important and the **NEW NORMAL** on center.
- Create “Welcome Back” kits for students that include a welcome note with your contact information as well as how to join your Google Classroom if applicable, snacks, HWC phone numbers and local crisis lines, and the [Cope Up! Positive Coping Card for Students](#).

- Meet with counselors, TEAP specialists, residential advisors, and recreation staff to develop activities and ways to support students with possible nicotine/THC withdrawal, frustration, boredom, and/or adjustment difficulties, especially during quarantine.
- Develop a plan for the administration and review of the voluntary [Daily Emotional Wellness Checklist \(DEWC\)](#).
TIP: If not an electronic form, another staff member (Wellness, dorm staff, or counselor) can administer the DEWC to a student for completion and initial review. However, as the CMHC, you must review and follow-up with students that indicate fair or poor responses.

ON CENTER

- Positive messaging: Everyone is doing their best during a challenging time, and there will be bumps in the road – ***WE ARE IN THIS TOGETHER!***
- Distribute Student Welcome Kits
- Obtain students' mobile phone numbers before they go into quarantine, and remind them to check their Job Corps emails daily for information from you on mental health activities.
- Review the updated [Job Corps Informed Consent to Receive Mental Health and Wellness Treatment](#) form with the student, and have them sign.
- Use the [Cope Up! Positive Coping Card for Students](#) to offer small groups on coping strategies or for Google Classroom activities.



SMALL GROUP IDEAS

- Mini presentation ([CPP Lesson Plan: Introduction to the Mental Health and Wellness Program](#)) to remind students about CMHC hours, available services, self-referrals, and skills for managing a mental health crisis.
- A sleep hygiene group can use the [Sleep... Are You Getting Enough?](#) brochure.
- A stress management group can use the [Staying on Top of Stress](#) brochure.
- Sometimes students may be resistant to groups – try doing something creative to promote positive mental health, such as, a Mental Health Bingo Game, using up-tempo music with positive messages to start off a group, or a poetry/singing/drawing contest.

Contact your
Regional Mental
Health Specialist for
support at any time!



**CMHC
TIPS**

**CENTER
RESUMPTION
AND STUDENT
RETURN**