LCL-PA RESOURCES FOR THE LEGAL PROFESSION DURING COVID-19

Updated May 22, 2020

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RESOURCES FOR THE LEGAL PROFESSION DURING COVID-19
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The LCL-PA staff recognizes that the collateral effects of the current public health crisis can impact your mental health. We offer these resources to help you understand and manage potential challenges and to support your well-being and recovery. New resources are added weekly. All underlined blue text represents a live website link. Simply click on the link to view the material.

GENERAL CORONAVIRUS (COVID-19) INFORMATION AND UPDATES

Centers for Disease Control and Prevention
The CDC site is likely to offer the most up to date information on the COVID-19 virus.

National Institutes of Health
The NIH site contains near daily blog posts and news releases relative to research and other information about COVID-19.

Pennsylvania Department of Health
This Pennsylvania resource is frequently updated with recommendations and data.

"Doctors on Call: Susquehanna Valley Medical Professionals Answer Coronavirus Questions"-
WGAL Channel 8 hosted a 4-part virtual event that you can view on video - updated on May 14, 2020

HELPLINES

The National Suicide Prevention Lifeline provides 24/7 free and confidential support for people in distress, prevention and crisis resources for you or your loved ones, and best practices for professionals.
1-800-273-TALK (8255) or use their Lifeline Web Chat
www.suicidepreventionlifeline.org

- Military and Veterans: 1-800-273-8255 and Press 1
- Spanish Language: 1-800-273-8255 and Press 2

For LGBTQ youth under age 25:
The Trevor Project is the leading national organization providing crisis intervention and suicide prevention services to lesbian, gay, bisexual, transgender, queer & questioning youth.

- Trevor Lifeline: 1-866-488-7386 crisis intervention and suicide prevention phone service 24/7/365
  Trevor Text: Text START to 678678 Confidential text messaging w a Trevor counselor, available 24-7/365
- TrevorChat Confidential online instant messaging w a Trevor counselor, available 24/7- best to access via computer

Disaster Distress Helpline: 1-800-985-5990 or text **TalkWithUs to 66746**

Crisis Text Line serves anyone, in **any** type of crisis, providing access to free, 24/7 support and information via a medium people already use and trust: text.
Text "HOME" to 741741
www.crisistextline.org

Pennsylvania Behavioral Health Support & Referral Helpline Created for Pennsylvanians in Need of Behavioral Health Resources and Referrals during COVID-19 Public Health Crisis (Active as of 4/2/2020) **1-855-284-2494** *toll-free, round-the-clock support For TTY, dial 724-631-5600.

Lawyers Concerned for Lawyers of Pennsylvania Lawyers Confidential Helpline
1-888-999-1941
www.lclpa.org

Judges Concerned for Judges of Pennsylvania Judges Confidential Helpline
1-888-999-9706
www.jcjpa.org

TIME-SENSITIVE EVENTS and OPPORTUNITIES

The **Pennsylvania Chamber of Business and Industry is hosting a free 5-part webinar series to assist your firm/company in navigating important regulations to guide you through a safe re-opening**. Participation is a great way to show your employees and customers that you're doing your part to help ensure a safe re-opening. View full details and register here: http://ow.ly/wecq50zKQEU #BringingPABack

The Pennsylvania Department of Drug & Alcohol Programs (DDAP) is pleased to provide a **live virtual session on Self-Care and Empathy** on **May 27th** 9:00am to 10:30am.

This live virtual session will help you identify feelings of stress and burnout. It will define compassion and the importance of self-compassion. Finally, it will offer a variety of simple techniques that you can build into your day to help you manage stress during tough times. In this hour and a half virtual session participants will: • Identify the signs and symptoms of increased stress. • Understand both compassion and self-compassion. • Review the importance of maintaining boundaries. • Consider small changes that lead to improved wellness. • Have a variety of self-care exercises to employ during stressful times.

- How to Attend: Create an account and register in DDAP's online Training Management System (TMS) by selecting 'Course Search', then 'Self-Care and Empathy'. Once registered in TMS, a webinar invitation and link for the date you select will be forwarded to the email address listed in your TMS account. If you have additional questions, please contact us at RA-DATRAINING@pa.gov.

"The Next New Normal: Law Firms After the Lockdown Ends" – **free webinar** taking place **May 27, 2020** 2:00 PM- 3:00 PM EST sponsored by Clyde & Co's U.S. law firm risk management group and featuring Patrick Krill. Click here to register for free. "Now that we've become used to remote working, what happens when our law firms re-open? What changes are in store for our firms in the near and the longer term? Risks abound, imposed both externally and internally – from new client demands and concerns, courts looking to shed backlogs, and partners, associates and staff concerned about their health and futures. There are many possible discussion topics, but there's a lot of un-ploughed ground and we want to make sure we are addressing the issues you face. So that we can provide the most useful content, please submit your ideas, questions and comments in advance via the registration form."

BACK TO WORK AND LIFE AFTER QUARANTINE

"Fear, Isolation, Depression: The Mental Health Fallout of a Worldwide Pandemic" - article by Christine Vestal from The Pew Charitable Trusts posted May 12, 2020

"A Guide To Staying Safe During The Economic Re-Opening From A Former 'Hot Zone' Physician" - article posted on Forbes.com on May 15, 2020 by Dr. Mark Kortepeter, an infectious disease and public health physician, scientist and retired soldier

"Leading Through Anxiety: Inspiring Others When You Are Struggling Yourself" – Harvard Business Review- comprehensive article featuring audio clips from guests including a Professor of Psychology and the founder of Boston University's Center for Anxiety & Related Disorders

"3 Non-Obvious Workplace Changes that Will Occur Because of COVID-19" - article by Kevin Kruse posted in Forbes on May 13, 2020

"Employer Tips for Returning to Work in the COVID-19 Era" – Comprehensive review of relevant considerations presented by Fox Rothschild LLP

"COVID 19: Creating a Safe Workplace" by the Cleveland Clinic - Helping your employees return to work, safely and confidently, during the coronavirus (COVID-19) pandemic is no easy task. Cleveland Clinic has gathered resources from their health experts and the CDC to help you develop and implement a plan. It includes back-to-work guidelines and will be updated frequently as CDC and other information is released.

"10 Considerations for Implementing Back-to-Work Programs Following COVID-19" – article by Buchanan Ingersoll-Rooney

Reopening guidance for businesses (provided by PBA; more info available on the PBA COVID-19 Resource Guide for Lawyers website)

- **Reopening Guidance for Cleaning and Disinfecting Public Spaces, Workplaces, Businesses, Schools, and Homes (Centers for Disease Control and Prevention)**
- **Bringing PA Back (PA Chamber)**
- **Life-Sustaining Business FAQs** from the Pennsylvania Department of Community and Economic Development (DCED)
- **Guidance of Pennsylvania Businesses Approved for In-person Operations (Office of Governor Tom Wolf)**
- **Order of the Secretary of the Pennsylvania Department of Health Directing Public Health Safety Measures for Businesses Permitted to Maintain In-person Operations**
- **Reopening America Cleaning Disinfection Decision Tool (Centers for Disease Control and Prevention)**
- **Pennsylvania Department of Community and Economic Development (DCED) Resources**

"Life after COVID-19 Making Space for Growth"- article by Kirsten Weir posted on May 4, 2020 by the **American Psychological Association**- "In this time of grief, the theory of ***post-traumatic growth*** suggests people can emerge from trauma even stronger."

"Quarantine Fatigue is Real - Instead of an all-or-nothing approach to risk prevention, Americans need a manual on how to have a life in a pandemic" – article in the Atlantic on May 11, 2020 by Julia Marcus

"3 Experts Explain How You Can Combat Quarantine Fatigue" – article by Sarah Sloat, posted on Inverse on May 10, 2020.

"As Society Re-Opens, Not Everyone is Ready" - article by Kelli Miller and Margarita Martin—Hidalgo Birnbaum on WebMD, May 5, 2020

"Is Your Anxiety Ramping Up? You Aren't Alone: Here's What Mental Health Professionals Say"- This is major trauma to the country right now, especially as the country ramps up for 're-opening.' – article by Soo Youn posted in The Lily on May 6, 2020

"How to Advance Mindfulness in the Workplace"- article by Jeena Cho in the ABA Journal, April 1, 2020

"4 Ways to Communicate when you Can't See Someone's Face"- These tips will help you improve your communication in the age of face masks. Article by Susan Krauss Whitbourne, PhD in Psychology Today on April 21, 2020

PERSONAL, PRACTICE MANAGEMENT & LEADERSHIP RESOURCES FOR LAWYERS

By April 15, 2020 PA Supreme Court Order, **all CLE credits may be obtained via distance learning** though the end of 2020. **Click here** to view the order.

CLE Compliance Announcement: As a result of the coronavirus pandemic, the Pennsylvania Supreme Court has extended the April 30 CLE compliance period to Aug. 31, 2020. At this time, the Supreme Court has left other compliance periods unchanged.

PBA ANNOUNCEMENT: **Further Guidance for Exception Permitting Attorneys to Access Their Offices**

The PBA has been informed, in response to an official inquiry by a state representative, that Governor Tom Wolf's office has clarified two aspects of the new exception regarding lawyers gaining access to their offices. The **legal services exception was updated on April 27** in the Wolf Administration's Industry Operation Guidance and FAQs. First, the Governor's Office has clarified that clients are permitted to visit a lawyer's office with regard to legal matters permitted under the exception. Second, the Governor's Office has clarified that a notary can now notarize documents in-person at a law office provided the notarization is performed in relation to legal work permitted by the exception. Overall, the expectation is that law offices remain generally closed and that lawyers and staff members, including notaries, access offices on a limited basis to render those legal services that cannot be completed remotely and that are listed in the FAQs. The Secretary of Health's orders also must be followed.

FREE CLE:

- Check out LCL-PA's websites, www.lclpa.org or www.jcjpa.org (under Resources tab) to access **nine (9) FREE ETHICS CLE programs** presented by LCL-PA staff including**:**
  - ✓ **"Your Time to Thrive: A Journey to Wellness in the Legal Profession"** (NEW)
  - ✓ "The Impaired Lawyer: A Call to Action" (NEW) (Esquire CLE and Lawline)
  - ✓ **"Coronavirus and Your Mental Health"** (NEW)
  - ✓ **"No One Makes It Out Unscathed: The Effects of Personal Trauma and Stress On Our Lives"** (NEW audio CLE)
  - ✓ **"Attorney Licensure and the Impaired Professional"**
  - ✓ "Don't Give Up Five Minutes Before The Miracle" (LexVid & Lawline)
  - ✓ **"Intervention Strategies for Helping Legal Professionals"**

- Free to ABA Members **"Staying Mentally Safe, Sound and Sober during COVID-19"-** ABA CLE featuring Laurie Besden, Esq., LCL-PA's Executive Director ($50 for non-members)
  Global pandemics like COVID-19 put into stark relief the extraordinary stressors that you, your firm's employee and your clients are under. How do you recognize the signs and symptoms of behavioral health disorders that can be adversely affected by the current situation? Moreover, do you have the strategies to address these? Making sure you do is part of the ethical responsibility you owe your client(s).

- **"Thriving, Not Surviving: How to Leverage Resilience in Your Practice in the Face of Uncertainty"** – free Lawline webinar/CLE streaming live on **Thursday, May 21**, 2020 EST

- Free CLE from Lawline:
  - ✓ **A Primer on COVID-19 Protections for Employers and Employees: Examining New Relief Programs and Existing Employee Protection Laws** – produced April 28, 2020
  - ✓ **Legal Ethics During the Covid-19 Crisis: Protecting Yourself & Your Client** – Recorded April 20, 2020
  - ✓ Force Majeure and Other Defenses to Contract Performance during the Covid-19 Pandemic
  - ✓ Cybersecurity Concerns for a Remote Workforce
  - ✓ Staying Within the Lines: Ethical Issues for Lawyers during a Crisis
  - ✓ Creating A Coronavirus Response Plan: A How-To Guide for Employers (

The American Psychiatric Association's Center for Workplace Mental Health has created a comprehensive resource guide for maintaining mental health and well-being during the pandemic that contains wonderful articles about managing mental health, stigma, resilience, coping, etc. It also provides free access to webinars and podcasts about mental health both from a worker's and an employer's perspectives.

"A National Survey on the New Normal of Working Remotely: Best Practices for Legal Employers during the COVID-19 Pandemic – a special report by The Red Bee Group summarizing their national online survey findings (over 300 respondents surveyed in late March 2020) and making recommendations regarding remote work by legal employers

"4 Ways to Quiet Imposter Syndrome and Start Believing in Yourself" -an article and accompanying TED Talk by Tania Katan published in 2019

"How To Avoid Burnout In The Age Of Remote Work" – article by Shelcy V. Joseph on Forbes.com on May 18, 2020

"Lawyer Well-Being during COVID-19" – free **podcast** discussing strategies and resources aimed at encouraging well-being for lawyers, their support teams, and institutional stakeholders

"COVID-19 and Emotional Wellbeing" - Article by Kathleen Schulz from Gallagher on protecting workplace culture during a pandemic and general organizational wellbeing

"4 Best Practices for Biglaw Firms That Are Weathering the Storm Well" – article by David Lat in Above the Law posted on May 5, 2020.

"5 Steps to Help You Effectively Mentor during a Pandemic" – article by Ruth Gotian in Forbes, May 12, 2020

"Three Hours Longer, the Pandemic Workday Has Obliterated Work-Life Balance" – article by Michelle Davis and Jeff Green in Bloomberg News on April 27, 2020

"12 Tips to Market Your Law Practice during the Pandemic"- article by Larry Bodine in the ABA Journal on April 14, 2020

"Unhealthy Law Firm Dyads Made Worse during the Pandemic—and what to do about them" – article by Peter Lobl posted on Law.com on May 12, 2020. *"What our isolated associate needs from the firm now is a lifeline—a process that he can grab a hold of in order to inform the firm how unbearable his work situation is becoming."*

"**How to Advance Mindfulness in the Workplace"-** article by Jeena Cho in the ABA Journal, April 1, 2020

"Promoting Lawyer Well-Being is More Essential than Ever" – article by Krista Larson posted on May 6, 2020 in Law360.

ABA's Lawyer Well-Being Week- brought to you by the National Task Force on Lawyer Well-being - Free webinars, online activities, and other events. Check out the website lawyerwell-being.net for a wealth of information and activities you can pursue at any time.

"Shift Your Organization from Panic to Purpose" by Goodson, Scott, Demos, Ali, Dhanaraj, Charles in Harvard Business Review, April 27, 2020

"Managing The Big Risk Of Bringing Your Employees Back To Work" By Edward D. Hess in Crisis Management Culture Leadership/Management Talent Management

"8 Ways to Train Your Mind to Succeed During Uncertain Times" by Oliver Isaacs of Entrepreneur, April 25, 2020

The **American Bar Association Task Force on Legal Needs Arising Out of the 2020 Pandemic** launched a website to provide information about resources, changes in benefits and emerging legal issues caused by the COVID-19 pandemic. Designed to be a national source of information about the coronavirus and the delivery of legal service, the website includes resources on remote service delivery, court access and rules changes, legal needs, public benefits programs, and pro bono mobilization.

ABA Coronavirus Task Force resource page and **Free video series on YouTube about working remotely, SBA loans, and other topics affecting legal practice during Covid-19**

BakerHostetler offers a comprehensive and free online COVID-19 Resource Center that is updated daily and includes many posts, articles, etc. about legal topics relevant to the pandemic, including questions about legal and business concerns arising from the COVID-19 crisis. It includes detailed information about the CARES Act and about actions businesses may or must take to address a number of issues to protect employees and business operations, as well as other information about the current legal landscape.

Fastcase COVID-19 Resource Hub – provides legislative and governmental updates and pandemic related content from across leading news media sources

"The Secrets to Virtual Facilitation." - a free webinar offered Leadership Strategies

"COVID-19 Privacy and Security Issues: An Expert Discussion" a free web conference taped on March 31, 2020 and hosted by legal and privacy operations leaders and government officials in the health care an employment fields. Sponsored by the International Association of Privacy Professionals

"Law Firm Cybersecurity Requirements You Never Dreamed Of: Emerging Threats, Ethical Obligations to Clients, and Survival Tactics" – a free audio recording from the ABA Cybersecurity Legal Task Force

"A Virtual Structure for Law Firms: Guidelines for Containing Your Lawyers' Anxiety in the Age of COVID-19" – article by Peter Lobl on Law.com. Making humane contact virtually across our physical divide might help law firms generate a new kind of professional connection among their lawyers.

"COVID-19 and the Reformation of Legal Culture" by Mark A. Cohen in *Forbes*, April 14, 2020 – a great article about the legacy COVID-19 will leave for the legal profession and the changes in the legal culture that are coming whether we like it or not

Bloomberg Law is providing free access to comprehensive legal resources relating to COVID-19, called **"Practical Guidance: Coronavirus Toolkit".** Topics covered include contract management, force majeure, communicating with employees, third party management, etc. Many policy and procedure forms and checklists are available free as well.

FindLaw offers free COVID-19 information and resources for legal professionals on topics related to law practice and mental health and wellness.

Prioritizing in a Pandemic for Law Firms (free videos from the NC Bar Association)

- Covid-19: Awareness, Response, and Workplace Plans/Policies (Part 1)
- Covid-19: Law Firm Operations (Part 2)
- Covid-19: Serving Clients (Part 3)

ABA COVID-19 Mental Health Resources – a comprehensive compilation of lawyer-specific practice and mental health resources

Pennsylvania Bar Association – COVID-19 Resources Guide for Lawyers – Contains court updates and connections, federal information and programs to assist small businesses, CLE resources, articles, blog posts and guidance for lawyers, legislation and governmental orders relevant to lawyers, and mental health resources

PBS's WHYY Radio Times free audio discussion on **"Productivity and Physical Touch During Coronavirus"**

Lawline also offers a series of free webinars and short briefings to help attorneys during the pandemic on topics ranging from shifting to a remote workplace, reductions in workforce and payroll considerations, liability issues, virtual hearings, custody issues during the health crisis, updating your coronavirus response plan, estate planning and immigration updates during the pandemic etc. **Click here** for a complete list.

Free webinar: **"How to Stay Sane, Productive, and Healthy in Isolation: Wellness Strategies for Attorneys during the Pandemic"** by W. Meyerhofer, former big-law attorney and current licensed clinical social worker

Harvard Law School Center on the Legal Profession March/April 2020 issue of The Practice: "Approaching Lawyer Well-Being" – includes articles on grappling with COVID-19 and others on operational and individual lawyer wellness

"The Leader's Guide to Managing COVID-19 Panic" by Jan Bruce (Forbes magazine)

"8 Strategies to Set up Remote Work during the Coronavirus Outbreak" by Marten Mickos

Pandemic Preparedness Resources from the National Association of Bar Executives Contains extensive information on the following:

- Webinar script examples
- Various platforms available for teleconferencing, electronic meetings and video conferencing
- Advice and tips for working remotely
- Articles on how to take care of yourself and your team
- Government Agency Resources
- Information about the CARES Act (Coronavirus Aid, Relief and Economic Security Act)
    - ABA Summary of 10 Highlights of the CARES Act
    - US Chamber of Commerce CARES Guide: What Small Businesses Need to Know
    - ASAE Summary of Provisions of the CARES Act Applicable to Associations and Foundations

Thomson Reuters Practical Law – Global Coronavirus Toolkit – Contains relevant legal updates, practice notes, checklists, a multitude of relevant articles and a link to a live tally and discussion of federal legislative responses to the coronavirus.

Free Products and Resources for Legal Professionals Suring the Coronavirus Crisis – A site dedicated to providing updated information about practice management, services, products, education programs and news and resources made available for free to legal professionals during the COVID-19 crisis including:

- Free Coronavirus Page at Law 360 (owned by LexisNexis) with news, in-depth features and expert analysis related to Covid-19 and the law.
- Lexis Nexis Practice Advisor is also providing a free Coronavirus Resource Kit

STAYING BUSY & HEALTHY WHILE SOCIAL DISTANCING

"Stop Beating Yourself Up about Your "Corona Diet"" – article from Cleveland Clinic providing nine ways to get your healthy eating back on track.

"Quarantine Fatigue is Real - Instead of an all-or-nothing approach to risk prevention, Americans need a manual on how to have a life in a pandemic" – article in the Atlantic on May 11, 2020 by Julia Marcus

"3 Experts Explain How You Can Combat Quarantine Fatigue" – article by Sarah Sloat, posted on Inverse on May 10, 2020.

"If People Not Wearing Masks and Walking Too Close Is Driving You Crazy, Here's How to Keep the Focus on Yourself" –article by Beth Greenfield posted on Yahoo Life on May 6, 2020

"The Perils of Perfectionism during Lockdown" – article by Fuschia Sirois posted on The Conversation on April 17, 2020

"Making a Homemade Coronavirus Mask? Doubled T-shirt Fabric offers 98% Droplet Blocking Protection" – very interesting scientific article written by scientists at the University of Illinois on Neurosciencenews.com posted on May 4, 2020 about the efficacy of various fabrics in preventing COVID-19 spread

"A Short Mindfulness Exercise for Anxiety" – a 9 minute exercise to reduce anxiety by Dr Robert Hindman, PhD from the Beck Institute for Cognitive Behavioral Therapy posted on YouTube March 31, 2020

"Your 5-Day Gratitude Challenge: 5 Exercises to Increase Your Gratefulness" – article by Daryl Chen on ideas.ted.com

The Great Courses – Learn everything about anything. Stream unlimited courses on countless topics. Try it for free for the first month.

"Speaking of Psychology: COVID-19 and the Loss of Rituals, Formation of New Ones"- free audio/podcast (22 minutes) - The coronavirus is keeping us from experiencing some of the deepest and most meaningful rituals of our lives, from graduations to weddings to funerals. What is this doing to us psychologically? How important are rituals to our mental health and well-being? Michael I. Norton, PhD, a professor of business administration at the Harvard Business School, talks about the many rituals he has studied and their roles within our lives. Sponsored by the American Psychological Association

"How to Improve Your Sleep during the COVID-19 Pandemic" – article by the Brofenbrenner Center for Translational Research Evidence-Based Living posted in Psychology Today on May 7, 2020

"How to Actually Achieve Your Well-Being Goals during the Coronavirus" – article in Bloomberg Law by Jarrett Green and Rebecca Simon Green

"10 Ways to Cheer Someone Up Right Now" – Simple ways to be of service to others to make them and you feel better about the current health crisis - by Emily Skehill of Mental Health America- posted on MHA site May 4, 2020

"How to Support a Loved One Going Through a Tough Time During COVID-19" by Rubina Kapil- article posted on Mental Health First Aid website March 20, 2020

Free Meditations:

- **Oprah and Deepak Chopra's 21-Day Meditation Experience on Finding Hope in Uncertain Times** (20-25 minute daily sessions for free)
- **Center for Mindful Self-Compassion – free self-compassion meditation sessions** – daily 45 minute drop-in sessions for those interested in meditating together
- Download the free app called **"Insight Timer"** for many free meditations at your fingertips

" 'Zoom fatigue' is taxing the brain. Here's why that happens." By Julia Sklar of National Geographic, April 24, 2020. Video calls seemed an elegant solution to remote work, but they wear on the psyche in complicated ways.

"Social Isolation And The Coronavirus: 8 Surprising Reasons You'll Be Thrilled To Get Back To Your Office" by Tracy Bower from Forbes, April 15, 2020

"The Five Challenges of Staying Home" - article by Steven C. Hayes, PhD; posted on Psychology Today, April 6, 2020

"Why Video Chats are Wearing Us Out: Technology is saving us in quarantine—but it's also taking a toll. Here's why." - article by Doreen Dodgen-Magee, Psy.D , Psychology Today, April 17, 2020

"Home Office Syndrome: There's no place like home—unless you're working from there because of COVID-19." – article by Alex Dimitriu M.D. in Psychology Today, April 13, 2020.

Free Virtual Yoga 12-Step Recovery Meeting hosted by Pavillion –every Friday 10:00 AM - Informed by the latest research in neuroscience and trauma healing, Y12SR combines the wisdom of Yoga with the practical tools of 12-step programs. This holistic model addresses the physical, mental and spiritual dis-ease of addiction. https://lnkd.in/enfJTDU Meeting ID: 668 562 080

Writing Matters: Writing to Support your Mental Health Journey – article by Mental Health America

"Dealing with Social Isolation" by Brian Cuban, author of "The Addicted Lawyer"

"100 things to do while stuck inside due to a pandemic" published by USA TODAY

Free Online Courses from Ivy League Schools

Anxious and Stressed? Yoga Comes to the Rescue with these Free Online Classes

9 Totally Free At-Home Workouts for When Coronavirus is Keeping You Inside

Peloton is offering 90 days free access to all of their classes @ **https://www.onepeloton.com/app**

Coronavirus Sanity Guide – by Ten Percent Happier to help you cope with this moment of uncertainty and anxiety

IDONTMIND

Just Checking In

Ten simple questions to check in on someone's mental health

1. How are you feeling today, really? Physically and mentally.

2. What's taking up most of your headspace right now?

3. What was your last full meal, and have you been drinking enough water?

4. How have you been sleeping?

5. What have you been doing for exercise?

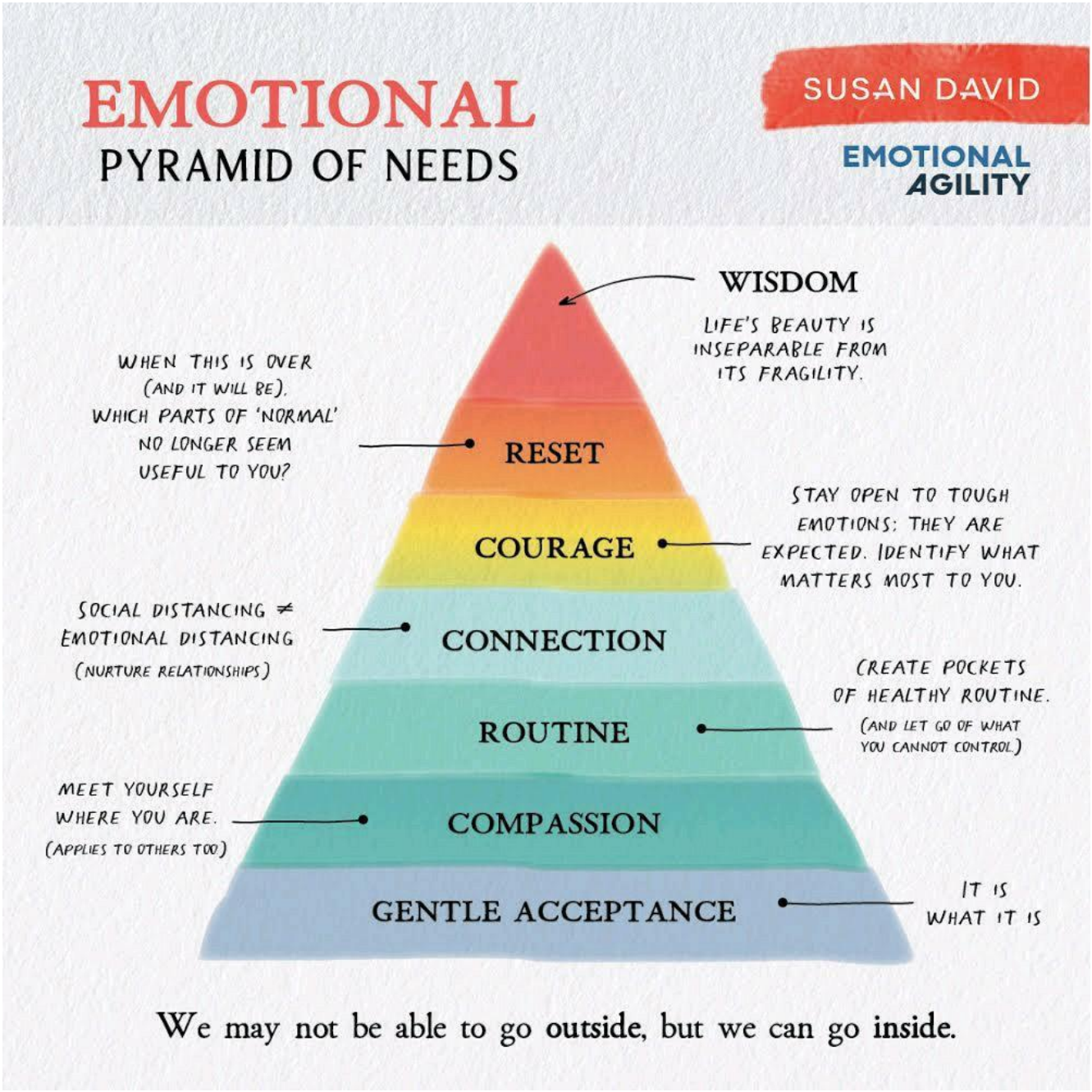
6. What did you do today that made you feel good?

7. What's something you can do today that would be good for you?

8. What's something you're looking forward to in the next few days?

9. What's something we can do together this week, even if we're apart?

10. What are you grateful for right now?



Emotional agility is a process that enables us to navigate life's twists and turns with self-acceptance, clear-sightedness, and an open mind. The process isn't about ignoring difficult emotions and thoughts. It's about holding those emotions and thoughts loosely, facing them courageously and compassionately, and then moving past them to ignite change in your life.

Take a few moments to identify for yourself areas of the pyramid above that you have done well in, possibly neglected, or should focus a little more upon as we navigate this pandemic and life in general. It all start with acceptance, which ultimately leads to wisdom and insight, the pinnacle of the pyramid.

David, Susan, PhD. Emotional Agility: Get Unstuck, Embrace Change, and Thrive in Work and Life . Avery, September 2016.

STRESS, ANXIETY, GRIEF & RESILIENCE DURING THE PUBLIC HEALTH CRISIS

Free Grief Support! One of LCL's esteemed healthcare providers, Lisa Zoll, LCSW is offering support and services at no charge to those in the legal profession who may be struggling with grief and loss during the public health crisis. Her practice, Grief Relief (**www.griefrelieftherapy.com**) offers group and individual support via telehealth (by phone, video, etc.). Go to her site to register.

Follow Law.com (@lawdotcom) on Twitter at **#MindsOverMatters** for updated information, Twitter chats, personal stories and resources relative to lawyer mental health and hosted by Law.com's Minds Over Matters initiative.

"Experts Say it's Like Getting a Mental Health Stimulus Check from Your Peers" – great article by Denise Brodey on forbes.com (April 26, 2020) on the current data and effort around the efficacy of **peer support for mental health**

"Tips to help stressed-out lawyers during COVID-19 pandemic" – a review of the recent ABA webinar with panelist Laurie Besden, Esq., LCL-PA's Executive Director – includes simple strategies to calm anxiety. The CLE webinar, titled **"Staying Mentally Safe, Sound and Sober during COVID-19"** is available on demand for free to ABA members.

"The Crisis Kit – 5 Tools for Helping…Through Turbulent Times" – comprehensive toolkit created by PositivePsychology.com. This Crisis Kit discusses five of the most relevant tools from our Positive Psychology Toolkit that you can use to help yourself and others to: ■ use your/their mental resources well, connect to a place of inner peace, become aware of factors within and beyond personal control, practice acceptance-based coping, and remain calm and composed in the face of stress.

"10 Secrets People in Recovery from Addiction Know that Could Help Us All Survive this Global Pandemic"- article on Medium on April 28, 2020

"**Emotional Contagion Is Potent: Use It to Spread Possibility, Not Pessimism"** – article by Margie Warrell in Forbes on May 6, 2020

"**5 Signs Your Coronavirus Anxiety Has Turned Serious, Threatening Your Mental Health, And What to Do About It**" – article by Sandee LaMotte posted on CNN.com May 5, 2020

"**Are You OK? An Attorney Living With Depression and His Advice for You**." – by Russell Shrauner – posted in the Texas State Bar's TLAP blog on May 4, 2020

"Feeling Drained by Coronavirus Quarantine? Science Can Explain Why" – article by Deborah Netburn from the Los Angeles Times on April 29, 2020

"If There Was Ever a Time to Activate Your Vagus Nerve, It Is Now" - Four simple steps to return to a 'rest and digest' state, by Ashley Abramson - a fabulous introduction to polyvagal theory and how we can train our bodies to get out of fight or flight mode during this crisis

"Speaking of Psychology: The Most Boring Podcast Ever (Or, What to Do with Yourself during COVID-19)" by Dr. Erin Westgate, PhD - Free Podcast (40 min.) and transcript available and sponsored by the American Psychological Association. Dr. Westgate is an assistant professor of psychology at the University of Florida who studies boredom, procrastination and why some thoughts are more engaging than others. She offers some ideas on how to use this downtime constructively and why not all procrastination is bad.

Pandemic Life: Weekly Chats for Lawyers and the Legal Profession - A Way to Connect, Share, Learn and Grow in Law During the Pandemic sponsored by The Mindfulness in Law Society. You can register to participate in Zoom chats about opportunity to share experiences, ideas, concerns, and stories about life and law during COVID-19. Live at 7:30 PM Tuesdays, Wednesdays and Thursdays in a private Facebook group. *Please note, that the live Zoom chats will be recorded and uploaded* to the Private FB group page "MILS Pandemic Life Lawyer Chats".

"Under Stress, We All Regress - A story of how compassion helped a family find relief when stressful conditions activated trauma triggers and coping mechanisms" by J. TeGrotenhuis, LMHC, posted Apr 16, 2020.

"The Key to Good Mental Health in Quarantine is In the Food You Eat" by Natalie Meade posted on Quartz April 24, 2020 - great article about nutritional psychiatry and the food-mood paradigm

"Neuroscience Says Listening to This Song Reduces Anxiety by Up to 65 Percent" : Sure to both stir your soul and calm your nervous system. Article by Melanie Curtain of Inc. magazine. She reveals a 10-song playlist that has been scientifically proven to improve relaxation and reduce stress.

"Three Ways the Coronavirus Pandemic is Changing Who We Are"- article by Arie Kruglanskie, University of Maryland (March 20, 2020)

"The Role of Resilience in the Face of COVID-19" – available for free as audio or video recording (length of 32 minutes) by Ann Masten, PhD, who is an expert on human resilience. She provides tips on how to tap your inner resilience and build it in your family.

"Lockdown is the World's Biggest Psychological Experiment-and We Will Pay the Price" by Dr. Elke Van Hoof, Psychology Professor in conjunction with the World Economic Forum

"30 Positive Affirmations to Help Get You through the Coronavirus Pandemic" - Affirmations challenge your thinking and change the way you view your current situation even if things may still appear to be grim. By stating positive affirmations every day, you empower your mindset. You can shift your thinking from a defeated mindset to a successful mindset and that's what keeps you putting one foot forward every day. Here's how to use these positive affirmations to strengthen your mindset:

1. Take three deep breaths, inhaling and exhaling to a count of 10.
2. Stand in front of a mirror and look yourself in the eyes.
3. Say your affirmation (or list of positive affirmations) slowly and clearly.
4. Repeat the affirmations 3-5 times, really focusing on the meaning of each word.

5. Take another three deep breaths, allowing your body to absorb the positive feeling of them.

Function throughout the day with confidence and full belief that you can overcome any limiting beliefs and obstacles with what you have, right where you are.

"How Lawyers Can Manage Stress and Cortisol Levels during the COVID-19 Crisis"-
Article by James Gray Robinson, ABA Journal April 22, 2020

Free 15' **TED Talks on Apple Podcasts:** **"Checking In"** with Harvard Medical School psychologist Dr. Susan David – topics include:

- Moving forward with grief
- Regaining control in an unpredictable world
- How to manage fear and panic in times of uncertainty

TED talk – **"How to be your Best Self in Times of Crisis"** - Feeling overwhelmed by the news and your social media feed? Harvard psychologist Susan David explains how to deal with difficult emotions.

"7 Ways to Stay Resilient during the Pandemic" by resilientworker.net on April 13, 2020

"Feeling Grief over the Loss of Normalcy"- article by Megan Seidman of the Caron Foundation on May 5, 2020

"That Uncomfortable Coronavirus Feeling: It Could Be Grief" – April 15, 2020 CNN article by Marnie Hunter about grief, guilt and the restoration of gratitude during the pandemic

When Hidden Grief Is Triggered During COVID-19 Confinement – excellent article by renowned clinical psychologist Dr. Tian Dayton discussing how to use these days of the crisis to heal old wounds rather than re-enact them

"That Discomfort You're Feeling is Grief" by Scott Berinato March 23, 2020 (Harvard Business Review)

"Having weird dreams in quarantine? You're not alone." By Terry Nguyen from *Vox* April 9, 2020 - Why so many people seem to be having vivid dreams right now, explained by an expert.

"What's Keeping Me Up at Night? It's Not What You Think!" by Tory Tomassetti, Ph.D.

Stress Management during COVID-19 – free video webinar by the Caron Foundation available on YouTube

Practicing Self-Compassion – Free on-demand 1-hour webinar by Mental Health America - The science behind why we are so hard on ourselves, the research behind self-compassion and its impact on our wellbeing, and self-compassion tools to practice and share with others

"Mental Health and Coping during COVID-19" published by the CDC

"7 Science-Based Strategies to Cope with Coronavirus Anxiety" by Jelena Kecmanovic

"[Lawyer] Anxiety, Self-Protective Behavior, Ethical Sinkholes, and Professional Responsibility" by Dan Defoe

"Coronavirus and your Mental Health: Two Experts Explain Why We Panic and How to Cope" by Joanna Chiu

"How Do You Keep Down Your Stress Levels at the Office?" by Stephen Rynkiewicz (ABA Journal)

"Stigma and Resilience" published by the CDC

"A 23-Minute Anxiety Practice" (Audio Guided Meditation) by Hugh Byrne

5 TED Talks to Help You Manage Anxiety and Build Resilience – by Betsy Mikel, Inc.com

ABA CoLAP Lawyer Well-Being Week: Free Videos on the Lawyer Well-being YouTube Channel: new videos added weekly

- **"The Anxiety Toolkit: Mindfulness Practices to Reduce Anxiety", Parts 1** and **2** (published April 9, 2020)
- **"Cultivating Wisdom During the COVID Crisis: Resilience Strategies to Combat Loneliness"**
- **Resilient Thinking for Lawyers Part 1: Taming Negative Emotions** by Anne Brafford, Esq.
- **Resilient Thinking for Lawyers Part II: Boosting Positive Emotions** by Anne Brafford, Esq.

RESOURCES FOR LAW STUDENTS

The New Jersey Supreme Court announced on April 6 that the exam will be postponed until fall 2020. The order issued by the Court **relaxes and expands Court rules to allow 2020 law school graduates to temporarily practice law under the supervision of experienced attorneys despite postponement of the exam.** The Court has since announced that the exam will be **administered on September 9-10.**

The Pennsylvania Board of Law Examiners has announced that the bar exam will be **rescheduled to September 9-10,** according to an April 28 press release. The Pennsylvania Supreme Court issued an order authorizing a **limited license for July 2020 bar exam applicants.** More details on the limited law license can be found on the Disciplinary Board's website- Click here

"Virtual Resources for Graduating Law Students – Summer 2020" – on COLAP Café from the American Bar Association – podcasts and information on topics ranging from obtaining health insurance, mental and physical fitness, financial wellness, the practice of mindfulness, adopting a growth mindset, dealing with bar exam study stress, etc.

"Law Students and Dealing with COVID-19" – 30' audio interview by Joe Patrice from Above the Law – a conversation with the National Chair of the ABA Law Student Division about the issues facing students during the pandemic and how the ABA is addressing those concerns

"If Law Schools Can't Offer In-person Classes This Fall, What Will They do instead?" – article by Stephanie F. Ward in the ABA Journal posted May 7, 2020

"30 Tips for Bar Exam Prep" – a free ABA Webinar sponsored by the Young Lawyers Division taking place May 14, 2020 2PM-3PM EST

"An Insider's Guide to Succeeding in Law School—Even During the Covid-19 Pandemic"- free podcast led by A. Ferguson, Professor at David A. Clarke School of Law and found in the ABA Journal Modern Law Library

"If Law Schools Can't Offer In-Person Classes This Fall, What Will They Do Instead?" by Stephanie F. Ward in the ABA Journal, May 7, 2020

"ABA President Talks about Coronavirus' Impact on the Bar Exam and on Law Students" – free 1-hr. **webinar** posted on Before the Bar, ABA Law Student Division on April 28, 2020

"For some law students, clinic work during COVID-19 feels more real than ever before"
by Stephanie Francis Ward of the ABA Journal, April 28, 2020

Coronavirus and Forbearance Info for Students, Borrowers, and Parents (Federal Student Aid, U.S. Department of Education)

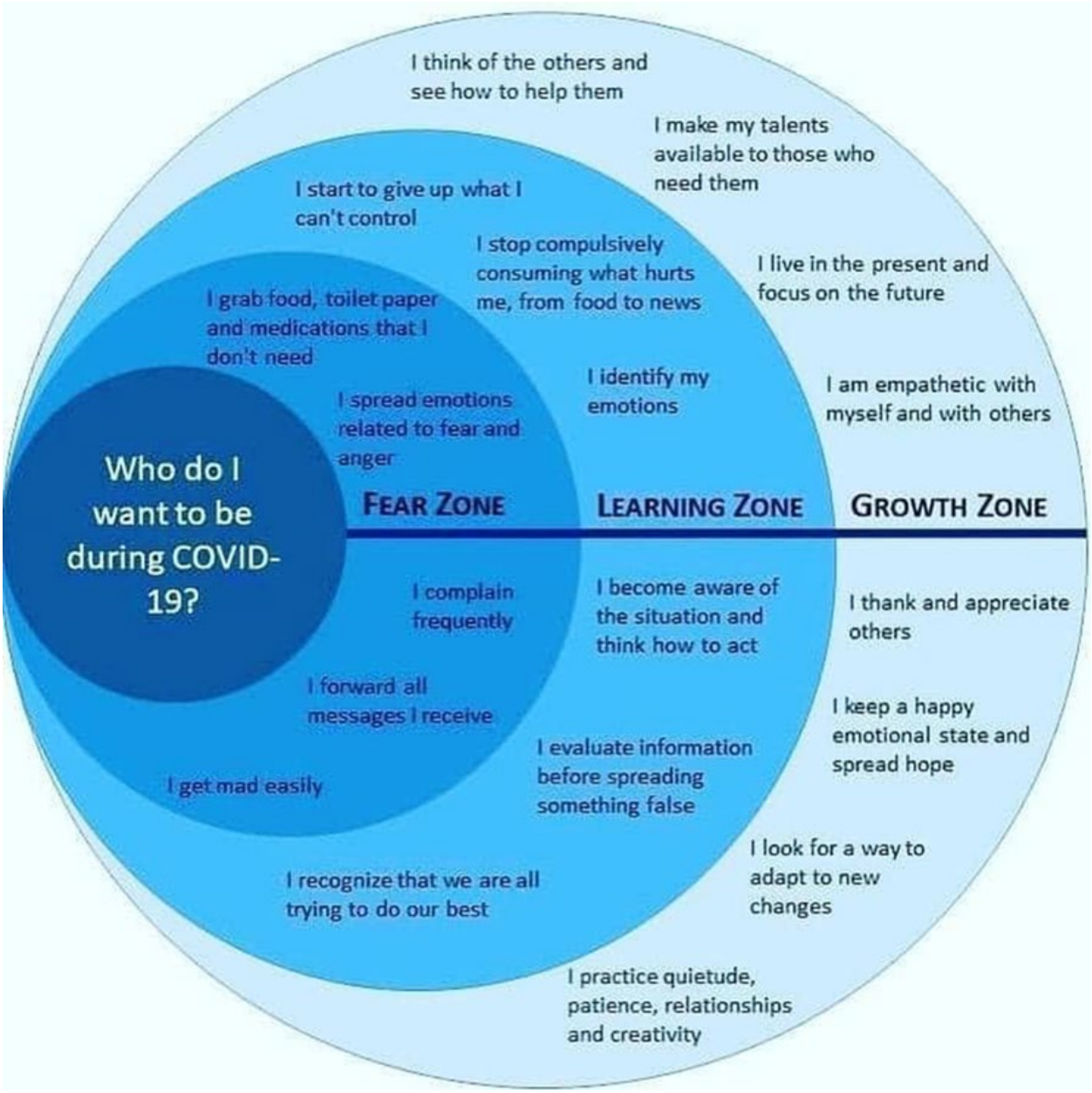
American Bar Association's Before the Bar: Coronavirus Resources and Information for Law Students:

- **"Your Law School Went Online- Now What?"**
- **"How to Plan for Take Home Exams"**
- **"Mental Health Resources Toolkit for Law Students and Those Who Care About Them"**
- Many other articles offering information, guidance and support on topics ranging from mental health, bar exams, online learning toolkits, financial and student loan information

The National Jurist: Coronavirus Survival Guide

American Psychological Association's short article, **"Coping with COVID-19-related Stress as a Student" –** fact sheet included

Let's Support Each Other as We Try to Reach the 'Growth Zone'!



MENTAL HEALTH RESOURCES

May is Mental Health Awareness Month, and Mental Health America has provided some great tools to help all of us thrive. Please take a moment to review the short pdf's at the following links, which contain concise information and easy, specific ways to manage these issues in our lives.

- Creating Healthy Routines
- Eliminating Toxic Influences
- Finding the Positive After Loss
- Owning Your Feelings
- Supporting Others
- Connecting with Others

Click Here to view the May schedule of online support groups from NAMI. These are free mental wellness & recovery groups for everyone, no matter what county you live in. Groups include Peer Wellness and Recovery, Alternatives to Suicide, Youth Support Group, Family Support Group, LGBTQ+ and Allies Support Group, Parent Support Group, Creative Minds Art & Music Group, among others.

"Fear, Isolation, Depression: The Mental Health Fallout of a Worldwide Pandemic" - article by Christine Vestal from The Pew Charitable Trusts posted May 12, 2020

"#HowAreYouReallyChallenge: Truth Telling for Mental Health during COVID-19" – article by Dr. Robert Glatter, MD discussing the Mental Health Coalition's "How are you, really?" initiative to encourage honest dialogue about mental health. Includes video interviews with Kenneth Cole, NY Governor Andrew Cuomo, reporter Chris Cuomo, Kendall Jenner, Hailey and Justin Beiber and other celebrities discussing their own mental health challenges

Suicide Prevention Education and Resources - from the American Psychiatric Association

American Psychiatric Association's Mental Health Resources for Patients & Families – Comprehensive website where you can learn about many common mental health disorders, including symptoms, risk factors and treatment options. Find answers to your questions written by leading psychiatrists, stories from people living with mental illness, and links to additional resources.

"The Crisis Kit – 5 Tools for Helping…Through Turbulent Times" – comprehensive toolkit created by PositivePsychology.com. This Crisis Kit discusses five of the most relevant tools from our Positive Psychology Toolkit that you can use to help yourself and others to: ■ use your/their mental resources well, connect to a place of inner peace, become aware of factors within and beyond personal control, practice acceptance-based coping, and remain calm and composed in the face of stress.

"Coping with Fear and Sadness during a Pandemic: Don't Give In to Fight or Flight Feelings: Learn to Manage Them" by Dr. William C. Sanderson, PhD, Professor of Psychology, Director of Hofstra's Anxiety and Depression Clinic. This 30+page document contains incredibly useful coping strategies, articles, activities and other resources to help us regulate our mood, maximize sleep hygiene, establish healthy work from home boundaries, manage expectations, cope with guilt, shame, frustration and the stress of these recent world events, as well as how to minimize the traumatic impact of the pandemic in our lives. Do yourself a huge favor. Take an hour or two of quarantine time and read this!

PsychHub, which was co-founded by former congressman Patrick J. Kennedy, has partnered with Columbia University, the American Psychiatry Association, NIH, WHO, CDC, Mental Health America, National Alliance on Mental Illness (NAMI) and the American Foundation for Suicide Prevention among others to compile a truly impressive, comprehensive resource guide (called the COVID-19 Mental Health Resource Hub) with nearly 40 COVID-19-related articles, free webinars, videos and audio recordings covering topics including mental health and wellness, dealing with anxiety over the current health crisis, parenting during Covid-19, supporting older adults, handling grief, developing coping strategies when dealing with uncertainty, etc. Click Here to access general resources for individuals.

The PsychHub COVID-19 Mental Health Resource Hub also provides extensive educational information, news, videos, and other resources specific to veterans, community supporters and employers.

PsychHub also has a library of free videos that address topics as they pertain to the current public health crisis including managing isolation, helping children deal with traumatic events, wellness tips, self-care for caregivers, overcoming sleep difficulties, alcohol use, depression and anxiety in youth, etc.

Mental Health America is offering free access to an amazing recent webinar, **"Peer, Friend and Self Support in the COVID-19 Crisis: How to Provide Support for Ourselves and Others through Times of Fear and Isolation"**. This one-hour video, presented by a nationally renowned peer support and mental health advocate, delivers specific and accessible skills and techniques we can use to maintain our own mental health and simultaneously support those around us. Click Here to go directly to the YouTube Channel and video.

For stories of persons with lived experience of suicidality and finding hope, refer to www.lifelineforattemptsurvivors.org.

"The Implications of COVID-19 for Mental Health and Substance Use" –Report from the Kaiser Family Foundation published April 21, 2020:

- Nearly half of U.S. adults report the pandemic has had significant negative impact on their mental health.
- A broad body of research has linked social isolation to poor mental and physical health.
- The negative impact on mental health may be highest among households with children or adolescents and among older adults.
- Research also shows that job loss is associated with increased depression, anxiety, distress, and low self-esteem; and may lead to higher rates of substance use disorder.

The LiveWell Foundation – volunteer-run, peer-led public mental health program supporting recovery from depression – offers free peer-led, curriculum-based support groups both online and community-based for those dealing with or in recovery from depression

CDC information about the Covid-19 virus and resources and recommendations for coping with stress and anxiety (for adults, parents, responders and caregivers) over the pandemic - **Click Here**

Mental Health America: Covid 19 Information and Resources (www.mhanational.org) – contains a wealth of information and resources regarding the following topics relevant to the public health emergency: mental health information for disease outbreaks, financial support, tools and information on anxiety, tools to connect with others. It also includes comprehensive resources for caregivers, parents, older adults, domestic violence survivors, veterans and LGBTQ+ individuals

Tips from **Mental Health First Aid Curriculum** so you can #BetheDifference care for yourself and your loved ones' mental health.

Call to Mind **(www.calltomindnow.org)** offers free access to a great mental health blog that discusses topics related to COVID-19 such as as living with an existing mental health condition, finding mental health care, etc.

"Tips for Coping with Coronavirus-Induced Anxiety" by Dr. Larry Richard from What Makes Lawyers Tick? at lawyerbrainblog.com

"Taking Care of Your Mental Health in the Face of Uncertainty," published by the American Foundation for Suicide Prevention.

Social Isolation and Mental Health during COVID-19 – by the Jason Foundation, which is dedicated to the prevention of youth suicide

Mindfulness in Law Society's - free online resources

How the Wisdom of 12-Step Programs Can Help Get Us through April - Seven practices to help you navigate quarantine by Scott Allison, PhD in *Psychology Today*

"For Those with OCD, a Threat that is both Heightened and Familiar" by Katherine Rosman, New York Times April 3, 2020 (specific to the current health crisis)

Free Resources from National Alliance on Mental Illness (NAMI):

NAMI Helpline Covid-19 (Coronavirus) Information and Resources Guide – comprehensive guide to dealing with the public health crisis while protecting and supporting your mental health

National Alliance on Mental Illness (NAMI) offers these **tips for people with mental illness**.

Free General Mental Health Support Virtual Meetings and Resources from the Pennsylvania Chapters of NAMI (National Alliance on Mental Illness)

- Daily schedule of free Zoom online and video conference meetings available through **NAMI of Bucks county**
- Online meetings and resources available through **NAMI of Montgomery county**
  - Free YouTube webinar on **Supporting Your Loved One with Mental Illness During the COVID-19 Isolation**
  - **Recovery-Oriented Cognitive Therapy: Suspiciousness and Paranoia During Isolation** (PowerPoint presentation)
  - **NAMI Connection Recovery Support Groups:** This is the zoom link for ALL live online connection groups: https://zoom.us/j/459376426 or dial in option: 1-929-205-6099 meeting ID 459 376 426

NAMI Live Online (Zoom) Family Support Groups Meeting Schedule to join online click here: https://zoom.us/j/462164157 or to join via phone dial 1-929-205-6099 and enter meeting ID 462 164 157

- **NAMI of Lehigh Valley**: register for free online and video conferencing meetings by calling 610-882-2102 or email info@nami-lv.org

- **NAMI of Scranton & Northeast Region**- free online Zoom meetings- get the schedule and access information by clicking Here

- NAMI Keystone Chapter: **Bipolar disorder family support group** – Click Here for more information

- **NAMI Mainline** offers free mental health resources including chat rooms, help lines, tips on coping and virtual support groups

National Alliance on Mental Illness (NAMI) offers discussion groups and blog for people with mental illness and family members.

NAMI Guide - **Coronavirus: Mental Health Coping Strategies**

Emotions Anonymous international fellowship of people who desire to have a better sense of emotional well-being. Online weekly meetings available

Depression and Bipolar Support offers online support groups 3 day a week for people with mood disorders. Also has an online parent community

Depression Forums is a website and bulletin board with information, links, live chat and more for people who have mood disorders.

Depression Understood offers forums and chatrooms for people with depression www.depression-understood.org

GovTeen is a forum for and by teens with mental health problems and other topics. www.govteen.org

GriefNet offers dozens of email support groups for adults and children. www.griefnet.org

OK2Talk is online blog for teens and youth to share their feelings about mental illness. www.ok2talk.org

Psych Central Community Connection offers many different online forums related to mental health.

ReachOut Sponsored by SAMHSA and Inspire USA Foundation, reachout.com is a teen site with facts, real stories, support and forums. www.reachout.com

Recovery International offers telephone and online meetings as well as online forums www.recoveryinternational.org

Survivors of Incest Anonymous offers on-line and phone meetings for adult survivors of childhood sexual abuse www.siawso.org

Vital Cycles offers online and phone meetings to aid in healing from trauma www.vitalcycles.org

"Staying Mentally Healthy during the Corona Virus," published by The Change Direction initiative

SUBSTANCE USE RECOVERY RESOURCES

If you or your loved one is ready to seek treatment for a substance use disorder, contact LCLPA (1-888-999-1941) for resources and comprehensive support. You can also call 1-800-662-HELP (4357) (Pennsylvania's Get Help Now treatment locator hotline) or contact your county Drug and Alcohol office.

Allies in Recovery (www.alliesinrecovery.net) is offering **FREE CRAFT TRAINING** for families and professionals during COVID-19. Community Reinforcement and Family Training is an evidence-based methods of communicating with a loved one, friend or peer who is struggling with active addiction. Also check out the Center for Motivation and Change, which offers trainings and additional insight into this groundbreaking and scientifically sound approach. Community Reinforcement and Family Training (CRAFT) teaches family and friends effective strategies for helping their loved one to change and for feeling better themselves. CRAFT works to affect the loved one's behavior by changing the way the family interacts with him or her. It is designed to accomplish three goals:

1. When a loved one is abusing substances and refusing to get help, CRAFT helps families move their loved one toward treatment.
2. CRAFT helps reduce the loved one's alcohol and drug use, whether or not the loved one has engaged in treatment yet.
3. CRAFT improves the lives of the concerned family and friends.

"Recovery After the Pandemic" – by William L. White, M.A., Emeritus Research Consultant Chestnut Health Systems; posted 2020 at www.williamwhitepapers.com- discusses the effect of the novel coronavirus pandemic on the future of addiction treatment and recovery

Center for Motivation and Change has compiled a 'care package' of resources on their site including guided meditation, and articles such as "It's OK to Cry: Responding to a Global Crisis" and "Support for Family and Loved Ones"

"Recognizing and Preventing Relapse during COVID-19"- piece by Jessica Molavi, MA, ACRPS, Gorski Relapse Prevention Specialist

"Co-Occurring Disorders: Addiction & Mental Health" – from the Shatterproof website

"Post-Acute Withdrawal Syndrome: The Lingering Effects of Drug and Alcohol Withdrawal and How You Can Manage Them" – written by the Hazelden Betty Ford Foundation October 31, 2019

"Stop. Be Present. Listen. Why Motivational Interviewing is an Important Tool in Recovery" –free **podcast** with Dr. Molly Magill from SMART Recovery

"Why COVID-19 Can Be 'Toxic' for People in Alcohol Recovery" – article by Laura Santhanam posted on PBS News Hour on April 23, 2020

"Second Chances" - 6-minute mini-documentary on YouTube by Chris Merritt starring LCL-PA's very own Executive Director, Laurie Besden, Esq. It highlights the parallels between the stigma associated with substance use disorders and pit bulls (both illusions) and focuses on the fact that those

of us fortunate enough to be given a "second chance," human or K9, use it to do magical and mountain-moving endeavors.

New Digital Tracking Tool to Help You Track Your Alcohol Intake and **"Rethinking Drinking,"** a free online toolkit and interactive worksheets to help you make informed choices about your drinking from the NIH's National Institute on Alcohol Abuse and Alcoholism

The Herren Project - Free, online support groups moderated by trained clinicians via Zoom platform for spouses, families, and parents who care about someone with a substance use disorder.

- They also offer **online grief support groups, moderated by a trained clinician, for those who have lost a loved one to a substance use disorder.**

Partnership for Drug-Free Kids is offering online support for parents and caregivers. Families are facing unprecedented challenges due to circumstances surrounding COVID-19. In response, we invite you to join our free online support groups offered 4 days/week community for parents and caregivers who may have children (even adult children) experimenting with, or dependent on, substances. *Helpline specialists and specially trained parent coaches* will host a series of live online gatherings to share insight and ideas on managing teen and adult children during this unique time. These gatherings are an opportunity to find support and connection along with tangible guidance on addressing substance use in the home, accessing treatment and ensuring continuous care during this crisis.

Parent Partnership online meetings sponsored by Be a Part of the Conversation, which address substance use, misuse and addiction and its impact on individuals and families.

Get naloxone (aka Narcan) using PA Physician General Rachel Levine's standing order.

Partnership for Drug-Free Kids
- Special Considerations when seeking substance use treatment during COVID-19
- How to use naloxone (NARCAN) to reverse opioid overdose and save lives

"Google, Facebook, Twitter team up to support addiction recovery during pandemic" by Daniel Bukszpan from CNBC, updated April 26 2020. The tech giants have partnered to launch Tech Together, an online platform to offer support to individuals with substance use disorders

"Addiction Resources during the COVID-19 Pandemic" from Shatterproof- Excellent information and comprehensive resources for maintaining or seeking treatment, recovery support, self-care, supporting a loved one, harm reduction, grief, and resources for veterans

North Carolina LAP's **"Mental and Emotional Well-Being Tool Kit for People Already In or Seeking Recovery"**

"Session 1- - Fear and Anxiety during these Challenging Times - Recovery Matters" - free video on Vimeo by Dr. Allen Berger, PhD, nationally renowned author and expert on the science of recovery
"Session Two - Fear and Anxiety During these Challenging Times - Recovery Matters" - free video on Vimeo by Dr. Allen Berger, PhD, nationally renowned author and expert on the science of recovery

Coronavirus (COVID-19) Guidance: Patients Engaged in Substance Use Treatment by Yale Program in Addiction Medicine; guidance for maintaining treatment and recovery during the pandemic

The Center for Motivation and Change has timely articles and resources regarding substance use treatment and recovery support for individuals and families. It also has a 20' guide on how you may steer a loved one towards treatment with the highest chance of success.

National Institute on Drug Abuse has an updated webpage offering resources, articles and information on how the pandemic is affecting those actively misusing substances and those in recovery.

Center on Addiction is a national non-profit committed to supporting the whole family as they address a loved one's substance use. They offer free services and family support from staff clinicians and specially trained parent coaches.

"To Those in Recovery: You've Got This!" Written by LCL-PA's Executive Director, Laurie Besden, Esq. Posted on ABA CoLAP's newsletter on March 27, 2020

The PA Department of Drug and Alcohol Programs COVID-19 Information for Families was created by DDAP to provide links to online/phone/chat room support groups, podcasts, and other resources available to families of those struggling with a substance use disorder

Free Hazelden Apps: https://www.hazeldenbettyford.org/recovery/tools/apps

- Twenty Four Hours a Day: Recovery Meditations
- Field Guide to Life
- My Sober Life: Young Adult Recovery Support
- Inspirations: Recovery Meditations

AA General Serviced Office: COVID 19 Information

Medication Assisted Recovery Anonymous (MARA) – recovery support for those on mediation assisted treatment (methadone, buprenorphine, naltrexone Click on MARA Zoom Meetings

The Daily Pledge - free chat rooms, online meetings, family and individual resources sponsored by Hazelden Betty Ford - Click Here

Recovery Link – free recovery support during pandemic (meetings, peer support, physical activities) - Click Here

Connections Smartphone App – free app scientifically proven to support patients in recovery by reducing relapse and promoting pro-social engagement - Click Here

- Track your sobriety, access e-therapy to learn new recovery skills,
- Connect with trained counselors and peers through messaging,
- Clinical support available 7 days/week, 9am -10 pm EST
- Track your treatment plan and set reminders, journal daily about your journey,
- And discover helpful videos, testimonials and more through the unique resource library.

WeConnect App - free online support meetings 5x/day, 7 days/week (including meetings for women, LGBTQ+ , and for family and loved ones - Click Here

Shatterproof- an informational blog for people in recovery during Covid-19 - Click Here

Free Podcasts:

- **Hazelden Betty Ford Let's Talk: Addiction & Recovery -** podcasts about substance use treatment and recovery and related topics - Click Here
- Shatterproof: 5 Great Podcasts about Addiction and Recovery
- Center for Motivation and Change's The Beyond Addiction Show with Dr. Josh King
- SobrieTea Party – Recovery Rocks podcast
- **My Child and Addiction** – a parent to parent **free podcast series**

How the Wisdom of 12-Step Programs Can Help Get Us through April - Seven practices to help you navigate quarantine by Scott Allison, PhD in *Psychology Today*

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Online and Virtual Recovery Support Resource List

(Thanks to Pro-A for compiling most of this list. **www.pro-a.org**)

Alcoholics Anonymous – Offers on line support through their online intergroup link **here**

Al-Anon - Online support meetings for loved ones of individuals with substance use disorder link **here**

Chronic Pain Anonymous - video meetings link **here**

Cocaine Anonymous – Online Services for CA link **here**

In the Rooms - Online Recovery Meetings - In The Rooms with a simple goal in mind: to give recovering addicts a place to meet and socialize when they're not in face-to-face meetings. A global online community with over 500,000 members who share their strength and experience with one another daily. Through live meetings, discussion groups, and all the other tools In the Rooms. Link **here**

LifeRing – Secular Recovery is an organization of people who share practical experiences and sobriety support. There are as many ways to live free of drugs and alcohol as there are stories of successful sober people. LifeRing Secular Recovery on line support link **here**

MarijuanaAnonymous – District 13 online fellowship of people who share our experience, strength, and hope with one another to solve common problem and help others to recover from pot addiction. Link **here**

Narcotics Anonymous – Offers a variety of online and skype meeting options. Link **here**

The Phoenix – Recovery Community Organization offering live stream Crossfit, Yoga and Meditation daily every two hours through the COVID Crisis. Link **here**

Recovery Dharma - Offers online support meetings with buddhist-based philosophy. Link **here**

Reddit Recovery – Redditors in recovery to hang out, share experiences, and support each other. Discuss the various ways to achieve and maintain a life free from active addiction. Everyone is welcome. Link **here**

Refuge Recovery – Refuge Recovery is grounded in the belief that Buddhist principles and practices create a strong foundation for a path to freedom from addiction. This program is an approach to recovery that understands: All individuals have the power and potential to free themselves from the suffering that is caused by addiction. Link to online support **here**

SMART Recovery – Self-Management And Recovery Training (SMART) is a global community of mutual-support groups. They offer online support and forums including a chat room and message board. Link **here**

SoberCity – Soberocity could be a great solution for you if you're looking for an online community that occasionally also has live events across the country. Link **here**

Sobergrid – A platform to help anyone get sober and stay sober. Some join to get support, others to give it. Each free download, post, and connection create an opportunity to stay sober while helping others do the same. Link **here**

Soberistas – International Online Recovery Community online-only community is worldwide, which makes it easy to connect with like-minded women who are friendly, non-judgmental, and helping each other kick the booze and stay sober. Link- **Here**

Sober Recovery - The forums of Sober Recovery are a great place for people with substance use disorder to find assistance and helpful information. The community has more than 168,000 people who are recovering from substance use disorder and/or codependence, as well as their friends and family. Link **here**

We Connect Recovery - Online recovery support groups will be available daily. They are open to anyone who is dealing with substance use, mental health concerns, disordered eating, as well as any other quality of life concerns. Everyone is welcome no matter your pathway to recovery or recovery status. Link **here**

PRO·A
Pennsylvania Recovery Organizations Alliance
900 S Arlington Ave, Suite 254A
Harrisburg, PA 17109-1014

PRO-A Online and Virtual Family Recovery Support Resource List

Adult Children of Alcoholics – Program of men and women who grew up in dysfunctional homes that provides a safe, non-judgmental environment with online, telephone, and audio support. **Link Here**

Al-Anon Electronic Meetings – Offers online hope to anyone who is affected by alcoholism in a family member or friend through their online intergroup. **Link Here**

Alateen – Offers support for young people who have been impacted by another's alcohol use. **Link Here**

Center for Disease Control:

- **Helping Children Cope with Emergencies**: Tips for helping children coping with disaster. **Link Here**
- **Managing Anxiety and Stress**: Resource page and suggestions for dealing with COVID-19. **Link Here**
- **Taking Care of Your Emotional Health**: Resource for emotional health needs. **Link Here**

CoDependent Anonymous – CODA has online and phone meetings across the globe. **Link Here**

Families Anonymous – FA is a 12-step fellowship for the family and friends of those individuals with alcohol or substance use or related behavioral issues. Group chat, online and phone meetings available. **Link Here**

Gam-Anon – Serving the community of individuals who have been affected by the gambling problem of a loved one. **Link Here** Hotline number: 718-352-1671.

National Suicide Prevention Lifeline: 1-800-273-TALK (24/7).

Nar-Anon – Offers support primarily for those who know or have known a feeling of desperation concerning the addiction problem of someone very near to them or loved ones with a substance use disorder. **Link Here**

Parents of Addicted Loved Ones – PAL is a Christian-run, non-profit group in support of parents with a child with a substance use disorder. Online Meetings available. **Link Here**

Pennsylvania Department of Drug and Alcohol Programs – COVID 19 Information page providing access to treatment in response to COVID-19 mitigation. **Link Here**

Pennsylvania Recovery Organizations-Alliance – PRO-A works to educate, mobilize, and advocate for individuals with substance use disorders as well as family members and loved ones. Additional resources available. **Link Here**

SMART Recovery Family and Friends - A Family & Friends message board forum and live chat room for additional support are available. **Link Here**

Substance Abuse and Mental Health Services Administration:

- **Guide:** Helping a Loved One Dealing with Mental/and or Substance Use Disorders. **Link Here**
- **National Helpline for Treatment** (Mental and/or Substance Use Disorders) 1-800-662-HELP (24/7).
- **Tips for Social Distancing, Quarantine, and Isolation** During an Infectious Disease Outbreak **Link Here**
- **Disaster Distress Hotline**: 1-800-985-5990, or Text *TalkWithUs* to 66746.
- **Virtual Recovery Resources** "Tips and resources for those with a mental/SUD". **Link Here**

PB 3/24/20

25 SPECIFIC & EFFECTIVE MENTAL HEALTH WELLNESS TIPS FOR QUARANTINE

(Courtesy of the Juniper Center)

1. **Stick to a routine**. Go to sleep and wake up at a reasonable time, write a schedule that is varied and includes time for work as well as self-care.

2. **Dress for the social life you want, not the social life you have**. Get showered and dressed in comfortable clothes, wash your face, brush your teeth. Take the time to do a bath or a facial. Put on some bright colors. It is amazing how our dress can impact our mood.

3. **Get out at least once a day, for at least thirty minutes.** If you are concerned of contact, try first thing in the morning, or later in the evening, and try less traveled streets and avenues. If you are high risk or living with those who are high risk, open the windows and blast the fan. It is amazing how much fresh air can do for spirits.

4. **Find some time to move each day, again daily for at least thirty minutes**. If you don't feel comfortable going outside, there are many YouTube videos that offer free movement classes, and if all else fails, turn on the music and have a dance party!

5. **Reach out to others, you guessed it, at least once daily for thirty minutes.** Try to do FaceTime, Skype, phone calls, texting—connect with other people to seek and provide support. Don't forget to do this for your children as well. Set up virtual playdates with friends daily via FaceTime, Facebook Messenger Kids, Zoom, etc—your kids miss their friends, too!

6. **Stay hydrated and eat well.** This one may seem obvious, but stress and eating often don't mix well, and we find ourselves over-indulging, forgetting to eat, and avoiding food. Drink plenty of water, eat some good and nutritious foods, and challenge yourself to learn how to cook something new!

7. Develop a self-care toolkit. This can look different for everyone. A lot of successful self-care strategies involve a sensory component (seven senses: touch, taste, sight, hearing, smell, vestibular (movement) and proprioceptive (comforting pressure). An idea for each: a soft blanket or stuffed animal, a hot chocolate, photos of vacations, comforting music, lavender or eucalyptus oil, a small swing or rocking chair, a weighted blanket. A journal, an inspirational book, or a mandala coloring book is wonderful, bubbles to blow or blowing watercolor on paper through a straw are visually appealing as well as work on controlled breath. Mint gum, Listerine strips, ginger ale, frozen Starburst, ice packs, and cold are also good for anxiety regulation. For children, it is great to help them create a self-regulation comfort box (often a shoe-box or bin they can decorate) that they can use on the ready for first-aid when overwhelmed.

8. **Spend extra time playing with children.** Children will rarely communicate how they are feeling, but will often make a bid for attention and communication through play. Don't be surprised to see therapeutic themes of illness, doctor visits, and isolation play through. Understand that play is cathartic and helpful for children—it is how they process their world and problem solve, and there's a lot they are seeing and experiencing in the now.

9. **Give everyone the benefit of the doubt, and a wide berth.** A lot of cooped up time can bring out the worst in everyone. Each person will have moments when they will not be at their best. It is important to move with grace through blowups, to not show up to every argument you are invited to, and to not hold grudges and continue disagreements. Everyone is doing the best they can to make it through this.

10. **Everyone find their own retreat space.** Space is at a premium, particularly with city living. It is important that people think through their own separate space for work and for relaxation. For children, help them identify a place where they can go to retreat when stressed. You can make this place cozy by using blankets, pillows, cushions, scarves, beanbags, tents, and "forts". It is good to know that even when we are on top of each other, we have our own special place to go to be alone.

11. **Expect behavioral issues in children, and respond gently.** We are all struggling with disruption in routine, none more than children, who rely on routines constructed by others to make them feel safe and to know what comes next. Expect increased anxiety, worries and fears, nightmares, difficulty separating or sleeping, testing limits, and meltdowns. Do not introduce major behavioral plans or consequences at this time—hold stable and focus on emotional connection.

12. **Focus on safety and attachment.** We are going to be living for a bit with the unprecedented demand of meeting all work deadlines, homeschooling children, running a sterile household, and making a whole lot of entertainment in confinement. We can get wrapped up in meeting expectations in all domains, but we must remember that these are scary and unpredictable times for children. Focus on strengthening the connection through time spent following their lead, through physical touch, through play, through therapeutic books, and via verbal reassurances that you will be there for them in this time.

13. **Lower expectations and practice radical self-acceptance.** This idea is connected with #12. We are doing too many things in this moment, under fear and stress. This does not make a formula for excellence. Instead, give yourself what psychologists call "radical self acceptance": accepting everything about yourself, your current situation, and your life without question, blame, or pushback. You cannot fail at this—there is no roadmap, no precedent for this, and we are all truly doing the best we can in an impossible situation.

14. **Limit social media and COVID conversation, especially around children.** One can find tons of information on COVID-19 to consume, and it changes minute to minute. The information is often sensationalized, negatively skewed, and alarmist. Find a few trusted sources that you can check in with consistently, limit it to a few times a day, and set a time limit for yourself on how much you consume (again 30 minutes tops, 2-3 times daily). Keep news and alarming conversations out of earshot from children—they see and hear everything, and can become very frightened by what they hear.

15. **Notice the good in the world, the helpers.** There is a lot of scary, negative, and overwhelming information to take in regarding this pandemic. There are also a ton of stories of people sacrificing, donating, and supporting one another in miraculous ways. It is important to counter-balance the heavy information with the hopeful information.

16. **Help others.** Find ways, big and small, to give back to others. Support restaurants, offer to grocery shop, check in with elderly neighbors, write psychological wellness tips for others—helping others gives us a sense of agency when things seem out of control.

17. **Find something you can control, and control the heck out of it.** In moments of big uncertainty and overwhelm, control your little corner of the world. Organize your bookshelf, purge your closet, put together that furniture, group your toys. It helps to anchor and ground us when the bigger things are chaotic.

18. **Find a long-term project to dive into.** Now is the time to learn how to play the keyboard, put together a huge jigsaw puzzle, start a 15 hour game of Risk, paint a picture, read the Harry Potter series, binge watch an 8-season show, crochet a blanket, solve a Rubix cube, or develop a new town in Animal

Crossing. Find something that will keep you busy, distracted, and engaged to take breaks from what is going on in the outside world.

19. **Engage in repetitive movements and left-right movements.** Research has shown that repetitive movement (knitting, coloring, painting, clay sculpting, jump roping etc) especially left-right movement (running, drumming, skating, hopping) can be effective at **self-soothing** and maintaining self-regulation in moments of distress.

20. **Find an expressive art and go for it.** Our emotional brain is very receptive to the creative arts, and it is a direct portal for release of feeling. Find something that is creative (sculpting, drawing, dancing, music, singing, playing) and give it your all. See how relieved you can feel. It is a very effective way of helping kids to emote and communicate as well!

21. **Find lightness and humor in each day.** There is a lot to be worried about, and with good reason. Counterbalance this heaviness with something funny each day: cat videos on YouTube, a stand-up show on Netflix, a funny movie—we all need a little comedic relief in our day, every day.

22. **Reach out for help—your team is there for you.** If you have a therapist or psychiatrist, they are available to you, even at a distance. Keep up your medications and your therapy sessions the best you can. If you are having difficulty coping, seek out help for the first time. There are mental health people on the ready to help you through this crisis. Your children's teachers and related service providers will do anything within their power to help, especially for those parents tasked with the difficult task of being a whole treatment team to their child with special challenges. Seek support groups of fellow home-schoolers, parents, and neighbors to feel connected. There is help and support out there, any time of the day—although we are physically distant, we can always connect virtually.

23. **"Chunk" your quarantine, take it moment by moment**. We have no road map for this. We don't know what this will look like in 1 day, 1 week, or 1 month from now. Often, when I work with patients who have anxiety around overwhelming issues, I suggest that they engage in a strategy called "chunking"—focusing on whatever bite-sized piece of a challenge that feels manageable. Whether that be 5 minutes, a day, or a week at a time—find what feels doable for you, and set a time stamp for how far ahead in the future you will let yourself worry. Take each chunk one at a time, and move through stress in pieces.

24. **Remind yourself daily that this is temporary.** It seems in the midst of this quarantine that it will never end. It is terrifying to think of the road stretching ahead of us. Please take time to remind yourself that although this is very scary and difficult, and will go on for an undetermined amount of time, it is a season of life and it will pass. We will return to feeing free, safe, busy, and connected in the days ahead.

25. **Find the lesson.** This whole crisis can seem sad, senseless, and at times, avoidable. When psychologists work with trauma, a key feature to helping someone work through said trauma is to help them find their agency, the potential positive outcomes they can effect, the meaning and construction that can come out of destruction. What can each of us learn here, in big and small ways, from this crisis? What needs to change in ourselves, our homes, our communities, our nation, and our world?

The Following Positive Affirmations May Help Settle your Mind & Spirit during the Public Health Crisis

(from Pixistock)

1. With every breath, I release the anxiety within me and I become more calm.
2. I have replaced overwhelming feelings with faith that everything will work out.
3. I have released all irrational feelings of fear.
4. I am bigger than any negative thing that could possibly happen to me.
5. I will keep all situations and circumstances in proper perspective.
6. I have replaced feeling like a victim with total accountability for my actions.
7. I embrace all that's good and positive around me.
8. I have come so far and will continue to move forward.
9. Joy, joy, joy is now filling my life.
10. I am free in mind and body of obsessions and compulsions.
11. I forgive myself for ever inflating the severity of my problems.
12. I am divinely protected.
13. I am in charge of my breathing. I can slow it down.
14. I will not let my anxious thoughts have power over me.
15. My business will survive this.
16. I have the ability to handle any challenge I face with strength and courage.
17. I am receptive to the peace of a grateful heart.
18. Though things around me may be uncertain, I am certain I will succeed.
19. I am in charge of how I feel today. Today I am choosing happiness.
20. Each day I am grateful for how loved I am and the many people that care about me.
21. I can get through anything life may unfold for me.
22. This is only temporary. The best is yet to come.
23. I choose to be grateful no matter my circumstances.
24. I am calm and centered. I am in control of my emotions.
25. Inner joy radiates through my entire being.
26. No matter what happens today, I will find joy and positivity in it.
27. I can think clearly and solve problems. I am focused and disciplined.
28. I am grateful for past opportunities and the new ones that will be presented to me.
29. I am creative enough, brave enough and capable enough to pivot. I will do everything I can to rise, persevere and overcome.
30. I am not afraid to ask for help.

When you fully commit to believing in these, they will help you fight through the stress that the Coronavirus is causing and allow you to find your way through this storm.

giveanhour®
Giving Help and Hope

CORONAVIRUS: HEALTHY HABITS FOR EMOTIONAL WELL-BEING

the campaign to changedirection.

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TAKE CARE OF YOU

- Tune in to how you're feeling daily.
- Take regular breaks from the news.
- Go for a walk or hike.
- Learn and practice meditation each day.
- Keep a food journal and plan ways to eat healthily.
- Get 8 hours of sleep and/or take a nap during the day!
- Listen to an inspirational podcast.

CHECK IN WITH OTHERS

- While maintaining social distance, use technology to stay connected with people in your life.
- Call or video chat a loved one, family member, or friend to check in on them and let them know you care.
- Write a letter to a loved one letting them know how much they mean to you.
- Take time to connect with an old friend via phone or email.

ENGAGE AND CONNECT WISELY

- Video chat your loved ones and "join" them for meals.
- Review your social media and screen time habits; follow positive people and messages.
- Create an online photo album to share with friends and loved ones.
- Learn a new hobby! Go online and learn how to paint or make a delicious meal!
- Pull out board games, puzzles, and cards.

RELAX AND REDUCE STRESS

- Listen to your favorite playlist.
- Weather permitting, work in your garden.
- Open that book you have been wanting to read and escape into its pages.
- Indulge in a hot bath.
- Catch-up on your favorite TV series.
- If you find it relaxing, tackle that junk drawer, pantry, or closet.

We wash our hands for our physical health, learn the Five Signs of Emotional Suffering to keep up with your mental health.

EMPLOYER TIPS FOR RETURNING TO WORK IN THE COVID-19 ERA

Presented by Fox Rothschild LLP ATTORNEYS AT LAW

1. DETERMINING WHEN TO REOPEN PHYSICAL WORKPLACES

Determining when to permit employees to return to your physical workplace is a difficult decision that involves many considerations, including government restrictions, health and safety concerns and economic implications. Many state and local governments have imposed (and likely will continue to impose) restrictions on when you may return to your physical workplace, in what form you may reopen and how you can operate. To inform your decision and ensure that employees return to safe work conditions, you should monitor and review:

- ☐ State and local government orders
- ☐ Guidance issued by state and local health departments
- ☐ Guidance issued by the Centers for Disease Control and Prevention (CDC) for businesses and workplaces (https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/businesses-employers.html)
- ☐ Guidance issued by the Occupational Safety and Health Administration (https://www.osha.gov/SLTC/covid-19/)
- ☐ Resources posted by applicable business and industry associations

2. DECIDING WHO TO REHIRE OR RECALL AND IN WHAT CAPACITY

- ☐ Consider whether you will operate with full or reduced staff, whether your employees were terminated or temporarily laid off or furloughed in response to the pandemic, and, if so, whether you will need to rehire or recall employees
- ☐ Decide whether you will rehire or recall employees at one time or in multiple rounds
- ☐ Determine if any of the terminated or laid off/furloughed employees are service members and whether they are entitled to reemployment pursuant to the Uniformed Services Employment and Reemployment Rights Act
- ☐ Use objective, nondiscriminatory criteria for selecting employees for rehire or recall to avoid discrimination claims (e.g., seniority within each job classification)
  - If a unionized employer, review the collective bargaining agreement for provisions addressing layoffs and recalling employees
- ☐ Review the composition of returning employees to ensure that no protected classes are disparately impacted
- ☐ Review existing job descriptions and consider revisions due to changes in operations or business expectations due to COVID-19
- ☐ Consider requiring employees to take on additional job duties or cross-training employees in different tasks
- ☐ Consider the impact of rehiring or recalling employees on your receipt of government benefits or loans (e.g., analyze loan forgiveness requirements if you received a Paycheck Protection Program loan)

3. ONBOARDING REHIRED OR RECALLED EMPLOYEES

- ☐ Prepare and send offer letter or reinstatement memorandum to returning employees
  - Provide deadline for accepting offer of reemployment or reinstatement and consider confirming in writing if employees do not respond to offer
  - Advise that declining offer of reemployment or reinstatement may result in forfeiture of continuing eligibility for unemployment compensation benefits
- ☐ Complete a new hire process, including any pre-employment screening (mandatory for employees who were terminated; recommended for employees who were temporarily laid off or furloughed)
- ☐ Obtain employees' updated contact information, including personal email address and cell phone number, to ensure effective communications during the pandemic
- ☐ Consider making a conditional job offer and then screening all applicants for symptoms of COVID-19 and taking all applicants' temperatures
- ☐ Delay the start date for any applicant who has COVID-19 or is symptomatic or consider withdrawing the job offer if the applicant is needed to start work immediately (in consultation with counsel)
  - Do not unilaterally postpone an applicant's start date or withdraw a job offer because the individual presents a higher risk for COVID-19 complications (e.g., over 65 years of age or pregnant)
- ☐ Consider administering COVID-19 tests to all employees before they enter the workplace to determine if they have the virus
  - However, you must ensure that the tests are accurate and reliable and understand the limitations — a negative test result does not mean an employee will not become infected after returning to work
  - Review guidance from the Food and Drug Administration, CDC, and other public health authorities regarding safe and accurate testing (https://www.fda.gov/medical-devices/emergency-situations-medical-devices/faqs-testing-sars-cov-2)

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- ☐ Consider whether any employee benefits available to employees prior to their termination or furlough need to be reinstated
  - For example, accrued paid sick leave pursuant to state or local law may need to be reinstated (reinstatement should be documented)
- ☐ Determine if employees need to reenroll in any health insurance, retirement or other benefits plans and if any probationary periods apply
  - Review plans and consult with administrators and benefits counsel
- ☐ Ensure employees are properly classified as exempt or nonexempt and consider adjusting employee pay or benefits
  - Employees do not necessarily need to be paid the same amount that they were paid prior to their termination or furlough (unless their salaries are fixed by an employment contract or collective bargaining agreement)
  - Consider pay equity and discrimination issues, any potential impact on receipt of government benefits or loans (e.g., Paycheck Protection Program), and any legal requirements to provide notice
- ☐ Ensure hourly employees are paid at least the applicable minimum wage and salaried employees are paid at least the minimum salary threshold under federal, state and/or local law
- ☐ Provide any wage notices that may be required under state or local law
- ☐ Verify the identity and employment authorization of all individuals rehired or recalled
  - Consult with counsel about whether to complete a new Form I-9 or Section 3 (the "Rehire" section of Form I-9) and treat all rehired or recalled employees in the same manner
  - Note there are temporarily relaxed requirements for remote verification (although in-person examination of documents is still required within three business days of resuming operations at the worksite)
  - Consult with immigration counsel regarding any visa issues
- ☐ Ensure that employees complete all new hire paperwork and receive all notices required under federal, state and local law
- ☐ Ensure that all employment posters required under federal, state and local law are current and posted in a conspicuous location at the workplace
  - Do not forget the new Families First Coronavirus Response Act (FFCRA) poster if you are a covered employer! (https://www.dol.gov/sites/dolgov/files/WHD/posters/FFCRA_Poster_WH1422_Non-Federal.pdf)
  - Consider relevant posters developed by CDC to support COVID-19 recommendations (https://www.cdc.gov/coronavirus/2019-ncov/communication/print-resources.html?Sort=Date%3A%3Adesc)
- ☐ Provide all employees with your employee handbook and ensure they sign and date an acknowledgement of receipt
- ☐ Revise policies to comply with updated government guidance concerning COVID-19 issues and recently enacted laws, such as the FFCRA and any state and/or local laws promulgated in response to COVID-19
  - If a unionized employer, changes to policies and terms and conditions of employment may require collective bargaining
- ☐ Consider requiring employees to enter into restrictive covenant agreements as a condition of returning to work (if appropriate)
- ☐ Determine operational and/or policy changes to be implemented upon returning to work and advise employees of those changes
- ☐ Communicate with employees about actions taken and procedures implemented to ensure their safety prior to returning to work
- ☐ Provide employees with written protocol to follow in the event they become ill or are potentially exposed to COVID-19, including reporting requirements

4. ACCOMMODATING EMPLOYEES DUE TO COVID-19

- ☐ Anticipate an increase in requests for accommodations and leaves of absence related to COVID-19
- ☐ Prepare protocol for responding to employees requesting a delayed start date or telecommuting due to COVID-19 concerns, including high-risk employees, employees suffering from anxiety and employees with child care issues
- ☐ Consider requests for reasonable accommodations for reasons related to COVID-19, engage in interactive process with employees and maintain documentation
- ☐ Review essential functions of jobs and consider whether working remotely is possible for certain positions
- ☐ Advise employees of your leave policies and benefits available under federal, state and local laws and consider interplay between policies and laws
  - Remember that employees do not necessarily need to be sick to be entitled to leave — for example, employees may be permitted to take time off to care for their child or a family member who is ill
- ☐ Train supervisors regarding leave of absence policies, not discriminating against employees when considering leave requests, not retaliating against employees for exercising their rights and the possibility of individual liability under certain laws
- ☐ Consider granting unpaid leaves of absence after employees exhaust all leave entitlements
- ☐ Track employees' use of leave and reasons for leave
- ☐ Offer wellness programs and resources to help employees cope with stress and anxiety

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5. SCREENING EMPLOYEES AND VISITORS FOR COVID-19 (DURING THE PANDEMIC)

- ☐ Post signage at the entrance to your workplace stating that persons with a fever and/or other COVID-19 symptoms are not permitted inside
- ☐ Consider implementing a regular practice of taking temperatures of all employees and visitors and inquiring about whether they are experiencing any CDC designated symptoms before entering the workplace (Screen everyone or no one!)
  - Establish logistics for temperature checks, including use of personal protective equipment (PPE)
  - Ensure employees maintain at least six (6) feet of distance if waiting in line
  - Consider using a non-contact thermometer
  - Be mindful that some persons with COVID-19 do not have a fever
  - Do not inquire beyond CDC designated symptoms, which currently include cough, shortness of breath or difficulty breathing, fever, chills, repeated shaking with chills, muscle pain, headache, sore throat and new loss of taste or smell (https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html)
  - You may send employees home or refuse entry to visitors as long as it is not for an unlawful or discriminatory reason (consider any call-in pay requirements in your jurisdiction)
  - Review collective bargaining agreement and consider any bargaining obligation (if unionized employer)
- ☐ Review and consider any obligation to pay employees for time required for temperature taking and responding to medical inquiries
- ☐ Set expectations by issuing a policy to employees, posting a notice on the premises and providing advanced notice to vendors or other regular third parties of temperature checks and required reporting of CDC symptoms
- ☐ Require employees to sign and return a written consent form for daily temperature checks and COVID-19 screening questionnaires
  - Specify that you are not conducting a diagnostic test and that employees should consult with their medical providers if they are experiencing a fever or any other COVID-19 symptoms
- ☐ Determine whether any privacy notices may be required under federal, state or local law
- ☐ Train employees responsible for taking temperatures on appropriate procedures, safety precautions and protocol for consistent treatment of employees and visitors
  - Avoid having an employee's supervisor conduct the testing (if possible)
- ☐ Consider requirements for confidentiality of medical records, privacy issues and data security concerns
  - Maintain medical records separately from personnel files
  - Consider only documenting whether temperatures are above or below the CDC threshold (100.4 degrees Fahrenheit)
- ☐ Monitor and follow guidance from the Equal Employment Opportunity Commission (https://www1.eeoc.gov/eeoc/newsroom/wysk/wysk_ada_rehabilitaion_act_coronavirus.cfm?) and similar state and local government agencies

6. HANDLING CONFIRMED OR SUSPECTED CASES OF COVID-19

- ☐ Prepare policy and procedures for reporting illness and responding to employees who test positive for COVID-19 or are suspected of having COVID-19
- ☐ Require employees diagnosed with COVID-19 or experiencing symptoms of COVID-19 to stay home until they receive clearance to return to work from a licensed health care provider
  - Consider if state or local sick leave laws impose any requirements on requesting documentation
  - Keep medical documentation separate from employee personnel files
- ☐ Identify other employees potentially exposed to COVID-19 and notify employees — workers have a right to know if there is a health risk at their workplace
  - Advise employees to follow CDC guidance and to self-monitor and report any symptoms that develop
- ☐ Consider whether you are required to notify any government agencies
- ☐ Put procedural safeguards in place to maintain the confidentiality of any employee with a suspected or confirmed case of COVID-19

7. REQUIRING USE OF PERSONAL PROTECTIVE EQUIPMENT

- ☐ Follow OSHA guidance and any requirements issued by state and local authorities
- ☐ Order appropriate PPE such as face coverings, gloves, etc., and ensure ample supply
- ☐ Distribute PPE to employees and properly maintain any PPE that employees may safely reuse
- ☐ Implement procedures for distributing appropriate PPE to visitors
- ☐ Train employees on PPE available, when to use PPE, how to safely don and doff PPE, how to properly dispose of PPE and the limitations of PPE
- ☐ Make PPE requirements terms and conditions of employment and consider requiring employees to sign a written acknowledgement
  - Review collective bargaining agreement and consider any bargaining obligation (if unionized employer)

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- ☐ Consider requests for reasonable accommodations for medical or religious reasons prior to taking adverse action against employees who refuse to don PPE
  - For example, employees may require non-latex gloves if allergic to latex, modified face masks if they are communicating with an employee who uses lip reading, gowns designed for individuals who use wheelchairs or modified equipment due to religious garb
- ☐ Consider maintaining uniforms for employees and laundering daily (if applicable)

8. PROMOTING EMPLOYEE HYGIENE

- ☐ Establish hygiene practices for employees based on CDC guidance
- ☐ Advise employees to wash their hands often with soap and water for a minimum of 20 seconds and provide a location for handwashing
- ☐ Provide 60% minimum alcohol-based hand sanitizer and install dispensers in public and nonpublic areas of workplace, including next to restroom doors
- ☐ Direct employees to cover their mouths and noses with a tissue (or their sleeve) when coughing or sneezing
- ☐ Advise employees to avoid touching their eyes, nose and mouth with unwashed hands
- ☐ Encourage employees to stay home if they are sick or experiencing any CDC designated COVID-19 symptoms

9. MAINTAINING A CLEAN AND SANITARY WORKPLACE

- ☐ Review CDC's Reopening Guidance for Cleaning and Disinfecting Workplaces (https://www.cdc.gov/coronavirus/2019-ncov/community/reopen-guidance.html)
- ☐ Establish cleaning and sanitization measures and protocol in accordance with recommendations provided by the CDC
- ☐ Consider engaging a professional third-party cleaning company to maintain appropriate standards
- ☐ Review guidance issued by the Environmental Protection Agency (EPA) regarding disinfectants (https://www.epa.gov/coronavirus)
- ☐ Use cleaning and disinfectant products pre-approved and certified by the EPA for use against COVID-19 and other viruses (https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2)
- ☐ Make cleaning and disinfectant products available to employees
- ☐ Follow manufacturer instructions when using cleaning and disinfectant products
- ☐ Disinfect "high-touch" surfaces and equipment frequently, including doorknobs, countertops and workstations
- ☐ Clean and sanitize restrooms regularly and ensure adequate supply of soap and paper towels
- ☐ Establish procedures for closing the workplace and conducting a deep cleaning and sanitizing in the event of a suspected or confirmed COVID-19 exposure
- ☐ Work with facility maintenance staff and/or engage HVAC contractors to increase air exchanges and improve ventilation within the workplace
- ☐ Implement rules restricting visitors to the workplace, including shoe shine services, meal delivery, messengers, vendors, etc.

10. PROMOTING SOCIAL DISTANCING

- ☐ Restrict occupancy at the workplace
- ☐ Establish a work-from-home policy
  - Consider wage and hour and expense reimbursement issues
  - Consider data security issues
- ☐ Determine if telecommuting is possible for certain employee positions and limit access to the workplace to only essential employees (if possible)
- ☐ Implement flexible work hours, such as staggered schedules/shifts and meal/break times, to avoid overcrowded work areas and minimize congregating among employees
- ☐ Require employees to remain at least six (6) feet apart in the workplace (to the fullest extent possible)
- ☐ Post signage reminding employees of social distancing requirements
- ☐ Encourage use of videoconferences or teleconferences in place of in-person meetings
- ☐ Prohibit handshaking and any other physical contact
- ☐ Prohibit sharing of equipment such as phones, headsets, desks, printers, microwaves, refrigerators, etc.
- ☐ Prohibit sharing of food and utensils
- ☐ Reconfigure workstations, conference rooms and reception/waiting areas (e.g., space out seating, leave every other workstation vacant, install partitions)
- ☐ Reconfigure restrooms (e.g., convert communal restrooms to single-user restrooms, close certain stalls or urinals and/or restrict occupancy)
- ☐ Install floor markings to ensure employees are separated by at least six (6) feet (especially if working on an assembly line)
- ☐ Require employees to walk down hallways in one direction (if possible)
- ☐ Limit the number of persons in elevators at any given time
- ☐ Close or limit access to common areas, such as employee break rooms
- ☐ Install automatic door openers

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- ☐ Install plexiglass or other protective barriers where appropriate
- ☐ Designate and use a separate entrance and exit (if possible)
- ☐ Consider limiting third-party access to the workplace
- ☐ Decrease the amount of time visitors spend in reception or other waiting areas
- ☐ Impose limitations on non-essential business travel, comply with CDC guidelines for post-travel quarantine and consider other precautions, such as COVID-19 testing or working from home for a period of time following travel

11. ADDRESSING EMPLOYEE HEALTH AND SAFETY CONCERNS

- ☐ Designate a company official to handle employee concerns
- ☐ Advise of open-door policy and encourage employees to report health and safety concerns
- ☐ Communicate regularly and often with employees and provide multiple means for employees to raise issues
- ☐ Train supervisors on addressing health and safety concerns, protected concerted activity and recognizing signs of union activity
- ☐ Investigate claims and respond promptly and appropriately to employees
- ☐ Ensure workplace rules comply with the National Labor Relations Act
- ☐ Implement and enforce non-retaliation policies—employees have a right to raise concerns about the safety of their workplace, report unhealthy or unsafe working conditions, or join together to protest your actions or perceived inaction
- ☐ Consult with labor counsel in response to employee protected concerted activity and/or union organizing efforts
- ☐ Review applicable collective bargaining agreement provisions in anticipation of potential strike, slowdown, walkout or picketing (if unionized employer)

12. SATISFYING REPORTING OBLIGATIONS

- ☐ Review reporting obligations under OSHA
  - OSHA recordkeeping requirements mandate that covered employers record certain work-related injuries and illnesses on OSHA 300 log
  - Consider whether COVID-19 illnesses arose from the workplace (e.g., if the employee was infected as a result of performing work-related duties)
  - Consult OSHA's Enforcement Guidance for Recording Cases of COVID-19 (https://www.osha.gov/memos/2020-04-10/enforcement-guidance-recording-cases-coronavirus-disease-2019-covid-19)
- ☐ Review reporting obligations under state workers' compensation laws
  - Employees may have the right to file a claim
  - Review workers' compensation policy and coverage
  - Monitor developments concerning potential workers' compensation liability for workplace exposure to COVID-19

13. LOOKING AHEAD

- ☐ Keep communicating with employees
- ☐ Continue to regularly monitor developments, government orders and administrative guidance
- ☐ Document measures taken in response to the COVID-19 pandemic
- ☐ Create a pandemic preparedness and response plan going forward
- ☐ If a vaccine for COVID-19 becomes available…
  - Educate employees about the vaccine
  - Consider making the vaccine available at no cost to employees and offering employees leave to obtain the vaccination
  - Consult with counsel regarding whether you may require employees to be vaccinated for COVID-19

For more information about this alert, please contact:

Jason B. Jendrewski
jjendrewski@foxrothschild.com
212.878.7952

or any member of the firm's national Labor & Employment Department.

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FACE COVID

How to respond effectively to the Corona crisis

by Dr Russ Harris, author of The Happiness Trap

'FACE COVID' is a set of practical steps for responding effectively to the Corona crisis, using the principles of acceptance and commitment therapy (ACT). Here's a quick summary of the key steps, and in the pages that follow we'll explore them all in more depth:

F = Focus on what's in your control

A = Acknowledge your thoughts & feelings

C = Come back into your body

E = Engage in what you're doing

C = Committed action

O = Opening up

V = Values

I = Identify resources

D = Disinfect & distance

Let's now explore these, one by one....

F = FOCUS ON WHAT'S IN YOUR CONTROL

The Corona crisis can affect us in many different ways: physically, emotionally, economically, socially, and psychologically. All of us are (or soon will be) dealing with the very real challenges of widespread serious illness and the inabilities of healthcare systems to cope with it, social and community disruption, economic fallout and financial problems , obstacles and interruptions to many aspects of life … and the list goes on.

And when we are facing a crisis of any sort, fear and anxiety are inevitable; they are normal, natural responses to challenging situations infused with danger and uncertainty. It's all too easy to get lost in worrying and ruminating about all sorts of things that are out of your control: what might happen in the future; how the virus might affect you or your loved ones or your community or your country or the world – and what will happen then - and so on. And while it's completely natural for us to get lost in such worries, it's not useful or helpful. Indeed the more we focus on what's not in our control, the more hopeless or anxious we're likely to feel. So the single most useful thing anyone can do in any type of crisis – Corona-related or otherwise - is to: **focus on what's in your control.**

You can't control what happens in the future. You can't control Corona virus itself or the world economy or how your government manages this whole sordid mess. And you can't magically control your feelings, eliminating all that perfectly natural fear and anxiety. But you can control what you do - here and now. And that matters.

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Because what you do - here and now - can make a huge difference to yourself, and anyone living with you, and a significant difference to the community around you. The reality is, we all have far more control over our behaviour, than we do over our thoughts and feelings. So our number one aim is to take control of our behaviour - right here and now - to respond effectively to this crisis.

This involves both dealing with our inner world – all our difficult thoughts and feelings - and our outer world – all the real problems we are facing. How do we do this? Well, when a big storm blows up, the boats in the harbour drop anchor – because if they don't, they'll get swept out to sea. And of course, dropping anchor doesn't make the storm go away (anchors can't control the weather) - but it can hold a boat steady in the harbour, until the storm passes in its own good time.

Similarly, in an ongoing crisis, we're all going to experience 'emotional storms': unhelpful thoughts spinning inside our head, and painful feelings whirling around our body. And if we're swept away by that storm inside us, there's nothing effective we can do. So the first practical step is to 'drop anchor', using the simple ACE formula:

A = Acknowledge your thoughts and feelings
C = Come back into your body
E = Engage in what you're doing

Let's explore these one by one:

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A = ACKNOWLEDGE YOUR THOUGHTS AND FEELINGS

Silently and kindly acknowledge whatever is ‘showing up’ inside you: thoughts, feelings, emotions, memories, sensation, urges. Take the stance of a curious scientist, observing what’s going on in your inner world. As you do this, often it’s helpful to put this into words, and silently say to yourself something like, ‘I’m noticing anxiety’, or ‘Here’s grief’, or ‘There’s my mind worrying’ or ‘I’m having a feeling of sadness’ or ‘I’m having thoughts about getting sick’.

And while continuing to acknowledge your thoughts and feelings, also ....

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C = COME BACK INTO YOUR BODY

Come back into and connect with your physical body. Find your own way of doing this. You could try some or all of the following, or find your own methods:

- Slowly pushing your feet hard into the floor.
- Slowly straightening up your back and spine; if sitting, sitting upright and forward in your chair.
- Slowly pressing your fingertips together
- Slowly stretching your arms or neck, shrugging your shoulders.
- Slowly breathing

Note: you are not trying to turn away from, escape, avoid or distract yourself from what is happening in your inner world. The aim is to remain aware of your thoughts and feelings, continue to acknowledge their presence .... and at the onnect with your body, and actively move it. Why? So you can gain as much control as possible over your physical actions, even though you can't control your feelings. (Remember, F = Focus on what's in your control)

And as you acknowledge your thoughts & feelings, and come back into your body, also ....

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E = ENGAGE IN WHAT YOU'RE DOING

Get a sense of where you are and refocus your attention on the activity you are doing. Find your own way of doing this. You could try some or all of the following suggestions, or find your own methods:

- Look around the room and notice 5 things you can see.
- Notice 3 or 4 things you can hear.
- Notice what you can smell or taste or sense in your nose and mouth
- Notice what you are doing
- End the exercise by giving your full attention to the task or activity at hand. (And if you don't have any meaningful activity to do, see the next 3 steps.)

Ideally, run through the ACE cycle slowly 3 or 4 times, to turn it into a 2- 3 minute exercise.

If you wish, to help you get the hang of this, you can download some free audio recordings of 'dropping anchor' exercises, varying from 1 minute to 11 minutes in length. You can listen to these and use them as a guide to help you develop this skill. You can download or stream them from the left hand box on this webpage: https://www.actmindfully.com.au/free-stuff/free-audio/

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NOTE: please don't skip the A of ACE; it's so important to keep acknowledging the thoughts and feelings present, especially if they are difficult or uncomfortable. If you skip the A, this exercise will turn into a distraction technique – which it's not supposed to be.

Dropping anchor is a very useful skill. You can use it for handling difficult thoughts, feelings, emotions, memories, urges and sensations more effectively; switching off auto-pilot and engaging in life; grounding and steadying yourself in difficult situations; disrupting rumination, obsessing and worrying; and focusing your attention on the task or activity you are doing. The better you anchor yourself in the here and now, the more control you have over your actions – which makes it a lot easier to do the next steps: COVID

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C = COMMITTED ACTION

Committed action means effective action, guided by your core values; action you take because it's truly important to you; action you take even if it brings up difficult thoughts and feelings. Once you have dropped anchor, using the ACE formula, you will have a lot of control over your actions – so this makes it easier to do the things that truly matter.
Now obviously that includes all those protective measures against Corona – frequent handwashing, social distancing, and so on. But in addition to those fundamentals of effective action, consider: What are simple ways to look after yourself, those you live with, and those you can realistically help? What kind, caring, supportive deeds you can do? Can you say some kind words to someone in distress – in person or via a phone call or text message? Can you help someone out with a task or a chore, or cook a meal, or hold someone's hand, or play a game with a young child? Can you comfort and soothe someone who is sick? Or in the most serious of cases, nurse them and access whatever medical assistance is available?

And if you're spending a lot more time at home, through self-isolation or forced quarantine, or social distancing, what are the most effective ways to spend that time? You may want to consider physical exercise to stay fit, cooking (as) healthy food (as possible, given restrictions), and doing meaningful activities by yourself or with others. And if you're familiar with acceptance and commitment therapy or other mindfulness-based approaches, how can you actively practice some of those mindfulness skills? Repeatedly throughout the day, ask yourself 'What can I do right now - no matter how small it may be - that improves life for myself or others I live with, or people in my community?' And whatever the answer is – do it, and engage in it fully.

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O = OPENING UP

Opening up means making room for difficult feelings and being kind to yourself. Difficult feelings are guaranteed to keep on showing up as this crisis unfolds: fear, anxiety, anger, sadness, guilt, loneliness, frustration, confusion, and many more.
We can't stop them from arising; they're normal reactions. But we can open up and make room for them: acknowledge they are normal, allow them to be there (even though they hurt), and treat ourselves kindly.

Remember, self-kindness is essential if you want to cope well with this crisis – especially if you are in a caregiver role. If you've ever flown on a plane, you've heard this message: 'In event of an emergency, put on your own oxygen mask before assisting others.' Well, self-kindness is your own oxygen mask; if you need to look after others, you'll do it a whole lot better if you're also taking good care of yourself.

So ask yourself, 'If someone I loved was going through this experience, feeling what I am feeling – if I wanted to be kind and caring towards them, how would I treat them? How would I behave towards them? What might I say or do?' Then try treating yourself the same way.

For more on self-kindness, also known as self-compassion, read this eBook:
https://drive.google.com/file/d/1__Q3UcT9Q8VuSbiRm7x7-xjaxy5xkrba/view?usp=sharing

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V = VALUES

Committed action should be guided by your core values: What do you want to stand for in the face of this crisis? What sort of person do you want to be, as you go through this? How do you want to treat yourself and others?

Your values might include love, respect, humour, patience, courage, honesty, caring, openness, kindness …. or numerous others. Look for ways to 'sprinkle' these values into your day. Let them guide and motivate your committed action.

Of course, as this crisis unfolds, there will be all sorts of obstacles in your life; goals you can't achieve, things you can't do, problems for which there are no simple solutions. But you can still live your values in a myriad of different ways, even in the face of all those challenges. Especially come back to your values of kindness and caring. Consider:
What are kind, caring ways you can treat yourself as you go through this?
What are kind words you can say to yourself, kind deeds you can do for yourself?
What are kind ways you can treat others who are suffering?
What are kind, caring ways of contributing to the wellbeing of your community?
What can you say and do that will enable you to look back in years to come and feel proud of your response?

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I = IDENTIFY RESOURCES

Identify resources for help, assistance, support, and advice. This includes friends, family, neighbours, health professionals, emergency services. And make sure you know the emergency helpline phone numbers, including psychological help if required.
Also reach out to your social networks. And if you are able to offer support to others, let them know; you can be a resource for other people, just as they can for you.
One very important aspect of this process involves finding a reliable and trustworthy source of information for updates on the crisis and guidelines for responding to it. The World Health Organisation website is the leading source of such information:
https://www.who.int/emergencies/diseases/novel-coronavirus-2019

Also check the website of your country's government health department.
Use this information to develop your own resources: action plans to protect yourself and others, and to prepare in advance for quarantine or emergency.

D = DISINFECT & DISTANCE PHYSICALLY

I'm sure you already know this, but it's worth repeating: disinfect your hands regularly and practice as much social distancing as realistically possible, for the greater good of your community. And remember, we're talking about physical distancing – not cutting off emotionally. (If you aren't quite sure about what this means, read this:
https://www.who.int/emergencies/diseases/novel-coronavirus-2019/advice-for-public)
This is an important aspect of committed action, so align it deeply with your values; recognise that these are truly caring actions.

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IN SUMMARY

So again and again and again, as problems pile up in the world around you, and emotional storms rage in the world within you, come back to the steps of FACE COVID:

F = Focus on what's in your control
A = Acknowledge your thoughts & feelings
C = Come back into your body
E = Engage in what you're doing

C = Committed action
O = Opening up
V = Values
I = Identify resources
D = Disinfect & distance

Well, I do hope there's something useful in here for you; and feel free to share this with others if you think may find it helpful.

These are crazy, difficult, scary times, so please do treat yourself kindly. And remember the words of Winston Churchill: '*When you're going through hell, keep going'.*

All the best,
Russ Harris

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SAMHSA
Substance Abuse and Mental Health Services Administration

TAKING CARE OF YOUR BEHAVIORAL HEALTH

Tips For Social Distancing, Quarantine, And Isolation During An Infectious Disease Outbreak

What Is Social Distancing?

Social distancing is a way to keep people from interacting closely or frequently enough to spread an infectious disease. Schools and other gathering places such as movie theaters may close, and sports events and religious services may be cancelled.

What Is Quarantine?

Quarantine separates and restricts the movement of people who have been exposed to a contagious disease to see if they become sick. It lasts long enough to ensure the person has not contracted an infectious disease.

What Is Isolation?

Isolation prevents the spread of an infectious disease by separating people who are sick from those who are not.It lasts as long as the disease is contagious.

Introduction

In the event of an infectious disease outbreak, local officals may require the public to take measures to limit and control the spread of the disease. This tip sheet provides information about **social distancing**, **quarantine**, and **isolation**. The government has the right to enforce federal and state laws related to public health if people within the country get sick with highly contagious diseases that have the potential to develop into outbreaks or pandemics.

This tip sheet describes feelings and thoughts you may have during and after social distancing, quarantine, and isolation. It also suggests ways to care for your behavioral health during these experiences and provides resources for more help.

What To Expect: Typical Reactions

Everyone reacts differently to stressful situations such as an infectious disease outbreak that requires social distancing, quarantine, or isolation. People may feel:

- **Anxiety, worry, or fear related to:**
  - Your own health status
  - The health status of others whom you may have exposed to the disease
  - The resentment that your friends and family may feel if they need to go into quarantine as a result of contact with you
  - The experience of monitoring yourself, or being monitored by others for signs and symptoms of the disease
  - Time taken off from work and the potential loss of income and job security
  - The challenges of securing things you need, such as groceries and personal care items
  - **Concern** about being able to effectively care for children or others in your care
  - **Uncertainty or frustration** about how long you will need to remain in this situation, and uncertainty about the future
  - **Loneliness** associated with feeling cut off from the world and from loved ones
  - **Anger** if you think you were exposed to the disease because of others' negligence
  - **Boredom and frustration** because you may not be able to work or engage in regular day-to-day activities
  - **Uncertainty or ambivalence** about the situation
  - **A desire** to use alcohol or drugs to cope
  - **Symptoms of depression,** such as feelings of hopelessness, changes in appetite, or sleeping

too little or too much
- Symptoms of post-traumatic stress disorder (PTSD), such as intrusive distressing memories, flashbacks (reliving the event), nightmares, changes in thoughts and mood, and being easily startled

If you or a loved one experience any of these reactions for 2 to 4 weeks or more, contact your health care provider or one of the resources at the end of this tip sheet.

Ways To Support Yourself During Social Distancing, Quarantine, and Isolation

UNDERSTAND THE RISK

Consider the real risk of harm to yourself and others around you. The public perception of risk during a situation such as an infectious disease outbreak is often inaccurate. Media coverage may create the impression that people are in immediate danger when really the risk for infection may be very low. Take steps to get the facts:

- Stay up to date on what is happening, while limiting your media exposure. Avoid watching or listening to news reports 24/7 since this tends to increase anxiety and worry. Remember that children are especially affected by what they hear and see on television.
- Look to credible sources for information on the infectious disease outbreak (see page 3 for sources of reliable outbreak-related information).

BE YOUR OWN ADVOCATE

Speaking out about your needs is particularly important if you are in quarantine, since you may not be in a hospital or other facility where your basic needs are met. Ensure you have what you need to feel safe, secure, and comfortable.

- Work with local, state, or national health officials to find out how you can arrange for groceries and toiletries to be delivered to your home as needed.
- Inform health care providers or health authorities of any needed medications and work with them to ensure that you continue to receive those medications.

EDUCATE YOURSELF

Health care providers and health authorities should provide information on the disease, its diagnosis, and treatment.

- Do not be afraid to ask questions—clear communication with a health care provider may help reduce any distress associated with social distancing, quarantine, or isolation.
- Ask for written information when available.
- Ask a family member or friend to obtain information in the event that you are unable to secure this information on your own.

WORK WITH YOUR EMPLOYER TO REDUCE FINANCIAL STRESS

If you're unable to work during this time, you may experience stress related to your job status or financial situation.

- Provide your employer with a clear explanation of why you are away from work.
- Contact the U.S. Department of Labor toll-free at 1-866-487-2365 about the Family and Medical Leave Act (FMLA), which allows U.S. employees up to 12 weeks of unpaid leave for serious medical conditions, or to care for a family member with a

serious medical condition.
- Contact your utility providers, cable and Internet provider, and other companies from whom you get monthly bills to explain your situation and request alternative bill payment arrangements as needed.

CONNECT WITH OTHERS

Reaching out to people you trust is one of the best ways to reduce anxiety, depression, loneliness, and boredom during social distancing, quarantine, and isolation. You can:

- Use the telephone, email, text messaging, and social media to connect with friends, family, and others.
- Talk "face to face" with friends and loved ones using Skype or FaceTime.
- If approved by health authorities and your health care providers, arrange for your friends and loved ones to bring you newspapers, movies, and books.

Sources for Reliable Outbreak-Related Information

Centers for Disease Control and Prevention 1600 Clifton Road
Atlanta, GA 30329-4027
1-800-CDC-INFO (1-800-232-4636)
http://www.cdc.gov

World Health Organization
Regional Office for the Americas of the World Health Organization
525 23rd Street, NW
Washington, DC 20037
202-974-3000
http://www.who.int/en

- Sign up for emergency alerts via text or email to ensure you get updates as soon as they are available.
- Call SAMHSA's free 24-hour Disaster Distress Helpline at 1-800-985-5990, if you feel lonely or need support.
- Use the Internet, radio, and television to keep up with local, national, and world events.
- If you need to connect with someone because of an ongoing alcohol or drug problem, consider calling your local Alcoholics Anonymous or Narcotics Anonymous offices.

TALK TO YOUR DOCTOR

If you are in a medical facility, you may have access to health care providers who can answer your questions. However, if you are quarantined at home, and you're worried about physical symptoms you or your loved ones may be experiencing, call your doctor or other health care provider:

- Ask your provider whether it would be possible to schedule remote appointments via Skype or FaceTime for mental health, substance use, or physical health needs.
- In the event that your doctor is unavailable and you are feeling stressed or are in crisis, call the hotline numbers listed at the end of this tip sheet for support.

USE PRACTICAL WAYS TO COPE AND RELAX

- Relax your body often by doing things that work for you-take deep breaths, stretch, meditate or pray, or engage in activities you enjoy.
- Pace yourself between stressful activities, and do something fun after a hard task.
- Talk about your experiences and feelings to loved ones and friends, if you find it helpful.
- Maintain a sense of hope and positive

thinking; consider keeping a journal where you write down things you are grateful for or that are going well.

AFTER SOCIAL DISTANCING, QUARANTINE, OR ISOLATION

You may experience mixed emotions, including a sense of relief. If you were isolated because you had the illness, you may feel sadness or anger because friends and loved ones may have unfounded fears of contracting the disease from contact with you, even though you have been determined not to be contagious.

The best way to end this common fear is to learn about the disease and the actual risk to others. Sharing this information will often calm fears in others and allow you to reconnect with them.

If you or your loved ones experience symptoms of extreme stress—such as trouble sleeping, problems with eating too much or too little, inability to carry out routine daily activities, or using drugs or alcohol to cope—speak to a health care provider or call one of the hotlines listed to the right for a referral.

If you are feeling overwhelmed with emotions such as sadness, depression, anxiety, or feel like you want to harm yourself or someone else, call 911 or the National Suicide Prevention Lifeline at 1-800-273-TALK (1-800-273-8255).

Helpful Resources

Hotlines

SAMHSA's Disaster Distress Helpline
Toll-Free: 1-800-985-5990 (English and español)
SMS: Text TalkWithUs to 66746
SMS (español): "Hablanos" al 66746
TTY: 1-800-846-8517
Website (English): http://www.disasterdistress.samhsa.gov
Website (español): http://www.disasterdistress.samhsa.gov/espanol.aspx

SAMHSA's National Helpline
Toll-Free: 1-800-662-HELP (24/7/365 Treatment Referral Information Service in English and español)
Website: http://www.samhsa.gov/find-help/national-help-line

National Suicide Prevention Lifeline
Toll-Free (English): 1-800-273-TALK (8255)
Toll-Free (español): 1-888-628-9454
TTY: 1-800-799-4TTY (4889)
Website (English): http://www.suicidepreventionlifeline.org
Website (español): http://www.suicidepreventionlifeline.org/gethelp/spanish.aspx

Treatment Locator
Behavioral Health Treatment Services Locator Website: http://findtreatment.samhsa.gov/locator/home

For help finding treatment 1-800-662-HELP (4357) https://findtreatment.gov/

SAMHSA Disaster Technical Assistance Center
Toll-Free: 1-800-308-3515
Email: DTAC@samhsa.hhs.gov
Website: http://www.samhsa.gov/dtac

Note: Inclusion or mention of a resource in this fact sheet does not imply endorsement by the Center for Mental Health Services, the Substance Abuse and Mental Health Services Administration, or the U.S. Department of Health and Human Services.

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SAMHSA
Substance Abuse and Mental Health Services Administration

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www.samhsa.gov • 1-877-SAMHSA-7 (1-877-726-4727)

Coping With Stress During Infectious Disease Outbreaks

What You Should Know

When you hear, read, or watch news about an outbreak of an infectious disease such as Ebola, you may feel anxious and show signs of stress—even when the outbreak affects people far from where you live and you are at low or no risk of getting sick. These signs of stress are normal, and may be more likely or pronounced in people with loved ones in parts of the world affected by the outbreak. In the wake of an infectious disease outbreak, monitor your own physical and mental health. Know the signs of stress in yourself and your loved ones. Know how to relieve stress, and know when to get help.

Know the Signs of Stress

What follows are behavioral, physical, emotional, and cognitive responses that are all common signs of anxiety and stress. You may notice some of them after you learn about an infectious disease outbreak.

YOUR BEHAVIOR:

- An increase or decrease in your energy and activity levels
- An increase in your alcohol, tobacco use, or use of illegal drugs
- An increase in irritability, with outbursts of anger and frequent arguing
- Having trouble relaxing or sleeping
- Crying frequently
- Worrying excessively
- Wanting to be alone most of the time
- Blaming other people for everything
- Having difficulty communicating or listening
- Having difficulty giving or accepting help
- Inability to feel pleasure or have fun

Know When To Get Help

You may experience serious distress when you hear about an infectious disease outbreak, even if you are at little or no risk of getting sick. If you or someone you know shows signs of stress (see list at left) for several days or weeks, get help by accessing one of the resources at the end of this tip sheet. Contact the National Suicide Prevention Lifeline right away if you or someone you know threatens to hurt or kill him- or herself or someone else, or talks or writes about death, dying, or suicide.

YOUR BODY:

- Having stomachaches or diarrhea
- Having headaches and other pains
- Losing your appetite or eating too much
- Sweating or having chills
- Getting tremors or muscle twitches
- Being easily startled

YOUR EMOTIONS:

- Being anxious or fearful
- Feeling depressed
- Feeling guilty
- Feeling angry
- Feeling heroic, euphoric, or invulnerable
- Not caring about anything
- Feeling overwhelmed by sadness

YOUR THINKING:

- Having trouble remembering things
- Feeling confused
- Having trouble thinking clearly and concentrating
- Having difficulty making decisions

Know How To Relieve Stress

You can manage and alleviate your stress by taking time to take care of yourself.

KEEP THINGS IN PERSPECTIVE:

Set limits on how much time you spend reading or watching news about the outbreak. You will want to stay up to date on news of the outbreak, particularly if you have loved ones in places where many people have gotten sick. But make sure to take time away from the news to focus on things in your life that are going well and that you can control.

GET THE FACTS:

Find people and resources you can depend on for accurate health information. Learn from them about the outbreak and how you can protect yourself against illness, if you are at risk. You may turn to your family doctor, a state or local health department, U.S. government agencies, or an international organization. Check out the sidebar on the next page for links to good sources of information about infectious disease outbreaks.

KEEP YOURSELF HEALTHY:

- Eat healthy foods, and drink water.
- Avoid excessive amounts of caffeine and alcohol.
- Do not use tobacco or illegal drugs.
- Get enough sleep and rest.
- Get physical exercise.

USE PRACTICAL WAYS TO RELAX:

- Relax your body often by doing things that work for you—take deep breaths, stretch, meditate, wash your face and hands, or engage in pleasurable hobbies.
- Pace yourself between stressful activities, and do a fun thing after a hard task.
- Use time off to relax—eat a good meal, read, listen to music, take a bath, or talk to family.
- Talk about your feelings to loved ones and friends often.

Take care of your physical health to help lower your stress. Take a break to focus on positive parts of your life, like connections with loved ones.

PAY ATTENTION TO YOUR BODY, FEELINGS, AND SPIRIT:

- Recognize and heed early warning signs of stress.
- Recognize how your own past experiences affect your way of thinking and feeling about this event, and think of how you handled your thoughts, emotions, and behavior around past events.
- Know that feeling stressed, depressed, guilty, or angry is common after an event like an infectious disease outbreak, even when it does not directly threaten you.
- Connect with others who may be experiencing stress about the outbreak. Talk about your feelings about the outbreak, share reliable health information, and enjoy conversation unrelated to the outbreak, to remind yourself of the many important and positive things in your lives.
- Take time to renew your spirit through meditation, prayer, or helping others in need.

Sources for Credible Outbreak-Related Health Information

Centers for Disease Control and Prevention
1600 Clifton Road
Atlanta, GA 30329-4027
1-800-CDC-INFO (1-800-232-4636)
https://www.cdc.gov

World Health Organization
Regional Office for the Americas of the World Health Organization
525 23rd Street, NW
Washington, DC 20037
202-974-3000
http://www.who.int/en

Helpful Resources

Substance Abuse and Mental Health Services Administration
(SAMHSA)
5600 Fishers Lane
Rockville, MD 20857
Toll-Free: 1-877-SAMHSA-7 (1-877-726-4727)
Email: info@samhsa.hhs.gov
SAMHSA Store: https://store.samhsa.gov

SAMHSA Hotlines

SAMHSA's Disaster Distress Helpline
Toll-Free: 1-800-985-5990 (English and español)
SMS: Text TalkWithUs to 66746
SMS (español): "Hablanos" al 66746
TTY: 1-800-846-8517
Website in English: https://www.disasterdistress.samhsa.gov
Website in Spanish: https://www.samhsa.gov/find-help/disaster-distress-helpline/espanol

SAMHSA's National Helpline
Toll-Free: 1-800-662-HELP (24/7/365 Treatment Referral Information Service in English and español)
Website: https://www.samhsa.gov/find-help/national-helpline

National Suicide Prevention Lifeline
Toll-Free: 1-800-273-TALK (1-800-273-8255)
Toll-Free (español): 1-888-628-9454
TTY: 1-800-799-4TTY (1-800-799-4889)
Website in English: https://www.suicidepreventionlifeline.org
Website in Spanish: https://suicidepreventionlifeline.org/help-yourself/en-espanol

Treatment Locator

Behavioral Health Treatment Services Locator
Website: https://findtreatment.samhsa.gov/locator/home

SAMHSA Disaster Technical Assistance Center

Toll-Free: 1-800-308-3515
Email: DTAC@samhsa.hhs.gov
Website: https://www.samhsa.gov/dtac

**Note: Inclusion of a resource in this fact sheet does not imply endorsement by the Center for Mental Health Services, the Substance Abuse and Mental Health Services Administration, or the U.S. Department of Health and Human Services.*

Substance Abuse and Mental Health Services Administration
SAMHSA
www.samhsa.gov • 1-877-SAMHSA-7 (1-877-726-4727)

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