



Over 18 Program Guide

My Treatment Team

Primary Therapist: _____

Family Therapist: _____

Psychiatry Team Member: _____

Other: _____

Guidelines for Over 18 Programs



These ground rules are established to protect the privacy, safety and comfort of all patients at Compass. While we do not want to be punitive, it is our responsibility to ensure all patients at Compass have the best experience possible.

Certain ground rules will result in an immediate administrative discharge. Your treatment team will discuss considerations of violating ground rules on a case-by-case basis. These considerations include what rule(s) were violated, the frequency of violations, and whether steps have been taken to remedy these violations (i.e. care meetings, administrative discharge, etc.)

Confidentiality

Everything that is said while participating in group therapy is strictly confidential.

- Take away skills and lessons, not stories shared by peers.

You can process what someone shared in group with your treatment team. It is likely unnecessary to share who shared this information. However, if that detail is imperative to your treatment, please inform your treatment provider before sharing. Be mindful to keep the focus on you and your reaction rather than aiming to change someone else's behavior.

To protect the privacy and confidentiality of patients and therapeutic integrity of the treatment process, the use of any recording devices, including but not limited to cell phones, glasses with recording capacity, handheld digital recorders, or other audio/video recording equipment is strictly prohibited in treatment spaces and waiting rooms at Compass Health Center. If it is suspected that this part of our privacy policy has been violated, appropriate corrective actions will be taken, which will include the deletion of any images or recordings and the removal of such device from the group space; and may also include dismissal from programming for the day, or complete discharge from program, depending on the severity of the infraction.

If you recognize someone in program, please let your treatment team know. Do not disclose to anyone outside of Compass that this individual is in program.

You are welcome to approach staff if you see them outside of programming. Note that staff will take steps to protect your confidentiality, which means they will not approach you.

It is expected that you leave campus after your program hours end.

Guidelines for Over 18 Programs



Boundaries

Any contact with group members outside of treatment is prohibited. This includes in-person interactions, phone calls, video calling, texting, use of social media, and email.

Do not exchange contact information (email, phone numbers, social media) with program peers.

No physical contact is permitted.

No touching others' personal property.

No giving/exchanging gifts.

No sharing or borrowing items with fellow group members.

Keep conversations at break and lunch neutral.

Do not get into cars of fellow group members. Do not let other group members in your own vehicle.

We discourage leaving group due to emotional discomfort. Use this challenging moment to practice skills. If you do need to leave the room, please return to group after a time-limited break.

Be mindful of navigating the difference between being supportive for your fellow group members and taking on their struggles. We encourage you to refer group members to staff if they are coming to you for help. You are also encouraged to talk to a staff member who can help you best navigate the situation.

Respect

Respect yourself, other group members, staff, and the physical space. Disrespecting fellow group members and staff is entirely unacceptable.

- This includes: No derogatory, rude, or hateful language. Swearing or using profanity directed at other group members or staff is not permitted.

Please notify staff if you will be late, are unable to attend, or will be leaving early.

Be mindful of your level of participation. Some individuals will be working on speaking up in group; others may be working on moderating their participation so that they don't monopolize the discussion. Be gracious if an individual is having difficulty on either end of the spectrum.

If a skill or topic does not seem to apply to you at first, please keep an open mind. If you find that it is less helpful than other groups, use the time in group as skillfully and effectively as you can.

If you have questions about fit or about making program work for you, please address these individually with a member of your treatment team.

Clean up after yourself before leaving the room. Contribute to keeping the space clean, organized, and undamaged (leaving items in the condition in which you found them, disposing of wrappers from grounding items, etc.).

[\(Respect Guidelines continue on the next page\)](#)

Guidelines for Over 18 Programs



Respect (Continued)

Respect that everybody is at a different place in their treatment and healing journey.

No napping in the group space. If fatigue is an ongoing issue, please bring this to your treatment team's attention.

Return from breaks on-time.

Please note when signs on group room doors indicate that the group is in mindfulness practice. If you arrive at a door that has one such sign on it, please wait to enter until a group therapist removes this sign, likely within 10 minutes.

- You may also encounter "do not disturb" signs on individual staff office doors. If so, please seek an alternate staff member in a non-emergency. If it is a true emergency, such as an issue that may require hospitalization for your immediate safety, please knock despite the sign.
- Alternate clinical staff (preferred) or the front office staff can redirect you to the next available provider.

Fill out a check-in slip (on the group room table) if you are late. Fill out a check-out slip if you leave early or are pulled during check-out.

Communication

Do not interrupt or speak over others.

No side conversations during group.

Be mindful of the content of your participation. Avoid specifics related to trauma, substance use, self-harm, and suicidal ideation in group.

Judgments will occur. Be mindful of them and how you react. Practice noticing and naming judgments when they arise.

You may be redirected by group therapists at times; this is to ensure that all group members have a chance to participate, and so the material planned for the day can be adequately covered.

If you need to see a member of your treatment team, please let a group therapist know. A request to see a member of your treatment team is not a guarantee that they will be able to see you that day.

Avoid generalizations in speech (i.e., phrases such as, "All people", "All XYZ groups") and speak from your personal experience.

Avoid giving advice to others.

Guidelines for Over 18 Programs



Phones and Other Devices

Cell phones and electronic devices should be set on silent and put away during groups and individual sessions.

Please wait until breaks to use devices. If an urgent matter arises and you must use your phone or device, step out of group to use them.

If you are speaking on the phone in the hall, please be mindful of your volume - individual sessions are likely occurring in the offices around you.

You may take photos of the whiteboard after groups if needed. Ensure all other patients have left the space before doing so.

Do not take pictures of staff or other patients. This is a confidentiality violation.

Attire

Please be mindful of the group therapy space and your fellow group members when choosing your attire. Make sure that the fit of your clothing is not overly revealing and that you can move in the ways you need to during group.

Clothing that references violence, derogatory terminology, substance use, or sexually explicit material is not permitted. Staff may ask you to reconsider your attire if it is interfering with maintaining a therapeutic environment.

Sunglasses cannot be worn in the group space unless there is a related doctor's note.

Please refrain from wearing strong scents or generating unnecessary noises (e.g., gum popping, pen clicking, loud fidget objects) while at Compass to keep this space accessible.

Weapons and sharp items are prohibited.

Food & Beverages

Please do not eat in the group space. Eating is encouraged, as necessary or during break times, in the designated break room/kitchen or outside.

- Refrain from bringing nut products to Compass due to staff and patients who experience various degrees of allergies.
- Nut products are not permitted in group rooms.
- If you consume or touch any peanuts or other tree nuts outside of the group space, please wash your hands with soap and water before returning to programming. Hand sanitizer does not effectively remove nut oils.

(Food and Beverages Guidelines continue on the next page)

Guidelines for Over 18 Programs



Food & Beverages (Continued)

You may eat in the break area, outside, or offsite for lunch. Please make sure that you return before the start of afternoon group.

- You may order food to Compass for lunch. Delivery drivers should wait in their car for you to meet them; they are not permitted within the building. Nut products are not permitted in group rooms.
- No sharing food or beverages.

Substance Use

Substances that are permitted on Compass property include, caffeine, prescribed medication, and nicotine/tobacco (outside only). No other substances may be brought to or used at Compass. This includes cannabis.

Please step out of group and find a private area to take medication as prescribed. You may not have medications visible in the group space. You may not take medications in the group space.

Compass is a non-smoking facility. If you smoke nicotine, please smoke outside at designated smoking areas and at least 15 feet from building entrances.

Sharing or selling substances with group members is prohibited.

We do not want to glorify substance use or any unhelpful behavior. Please do not share names of substances, medications, or related paraphernalia. If you can picture specifics, it is too much detail.

If staff determine that you are under the influence of substances, you will be asked to leave for the day. You may also be asked to complete a drug screen or breathalyzer test. Failure to take a screen/test will be interpreted as a positive result.

Adult PHP/IOP Attendance Policy

Consistent attendance and timeliness are essential for getting the most out of your group therapy experience. The following attendance policy has been put in place to ensure your treatment is not disrupted by irregular attendance or chronic tardiness.

Arrival Time: Suggested arrival time is 15 minutes before the start of program.

Unexcused Absences: Please let program staff know 24 hours in advance if you are not able to attend program on a given day. Absences without 24-hour notice will be considered “unexcused”. After two unexcused absences, clients will meet with a clinician for reflection and problem solving. Treatment plans may need to be reassessed after three unexcused absences.

Arriving Late or Leaving Early (Unplanned): Please inform staff ahead of time if you have commitments that may cause you to be late to program or need to leave early from program on a given day. Patients will meet with a clinician for reflection and problem solving if there is a pattern of late arrival or leaving program early without prior notice. Treatment plans may be reassessed after nine occurrences of arriving late or leaving early.

**We understand that uncontrollable events occur, and that attendance and punctuality can be difficult for various reasons. If a patient and/or caregiver(s) have concerns with this policy, please ask to speak with the program director to discuss further.*

Understanding and Getting the Most Out of Group Therapy

Group therapy is the backbone of all Compass programs. Group therapy not only allows therapists to teach important skills to help patients deal with the problems that brought them to us, but it also allows patients to learn from and support each other. Although you will be working with your individual treatment team and have an individualized treatment plan, most of the work you will be doing at Compass is in group therapy. Below outlines ways to get the most out of group therapy.

Be Open and present.

Be an active participant. Just as it is difficult to learn how to play basketball just by watching one play, it is also difficult to learn how to use skills just by listening. A common saying, is “you get out what you put in.” The more you share your thoughts in group and practice skills in and out of group, the more you will gain from group!

Share your experiences.

Everyone has their own comfort level regarding how much they like to share or open up to others. If you are comfortable with sharing, please share while also allowing others to share. If you are uncomfortable with sharing, let the group know and we can help you open up at your own pace. Try to encourage yourself to share so you can benefit from the group space.

Ask for help.

Everyone is here to get better, and everyone is dealing with their own unique obstacles to getting better. Try to not be afraid to ask for help when you need it, from group members, staff members, family, or friends.

Willingness

Be willing to try new solutions. Often people in group therapy have tried ways of coping that have not been helpful for them and have maybe even hurt them. Trying new and healthier coping skills in group therapy is one of the keys to getting better. Be willing to try new things more than once before dismissing them as not helpful. Be careful not to strike down someone’s idea or coping skills as not helpful when it may be helpful for someone else.

Be active listeners.

It is often difficult to learn while talking. However, simply because someone is not talking does not mean that they are listening. When not speaking in group it is crucial to actively listen to get as much out of other people’s feedback, insight, and knowledge as possible. Do your best to relate to others and apply your own situations to the topic a hand. If you truly feel you cannot relate, follow this phrase, “if it doesn’t apply, let it fly”, to not disrupt others’ learning process.

[\(Continues on the next page\)](#)

Be patient.

Change is a process. Try to be patient with yourself, others, and the therapy process. If you begin to feel hopeless or helpless when change is not happening quickly, remember that your feelings, thoughts, and behaviors have developed over time, and it takes time and effort to change them. It is possible to change, and it is possible to reach the goals you set.

Put in the work.

Work before, during, and after group. Participating in group will be helpful; however, you will not be in group therapy forever. It is important that you practice skills outside of group as well so that you can more easily translate skills to your everyday life. Just as studying and doing your homework helps you do well in school, practicing your skills helps you reach your treatment goals. Although it is encouraged to utilize the supportive people in your life to help you towards your treatment goals, it is important to realize that you are the most integral part of helping yourself get better. Help yourself whenever you can.

Evaluate your progress.

Help identify what you could do better and/or more of in making progress towards your goals by asking yourself the following questions: Am I being an active participant in group? Am I sharing my experiences? Am I asking for help and trying new things? Am I being patient with myself and others? Am I working on skills in and out of group?

Take a non-judgmental stance.

Group is a judgment free zone. We encourage no judgment, good or bad, self or others to create an environment where people feel safe to share their thoughts and feelings and are not judged based on their behavior, but rather accepted for who they are.

Confidentiality.

To further develop a safe group environment, it is crucial that what is said in group stays in group. You are welcome to share your personal experiences with others, but we ask that you exclude any information about other group members and their experiences.

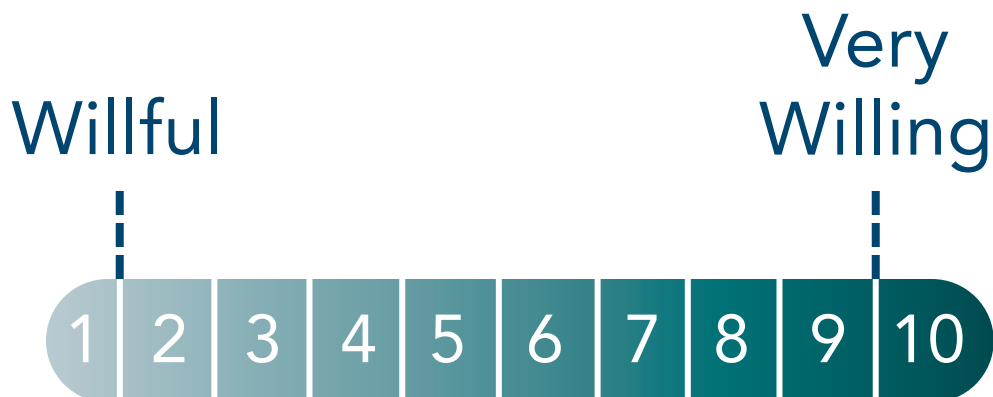
Distress Scale

Distress: a feeling of extreme worry, sadness, or pain.



Willingness Scale

Willingness: openness to engaging and practicing helpful behaviors when experiencing challenging thoughts, emotions, and urges.



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Over 18 Programs Skills Overview

Cognitive Behavioral Therapy (CBT)

CBT focuses on the relationship between emotions, thoughts, behaviors, and physical reactions with an emphasis on using skills to address these components.

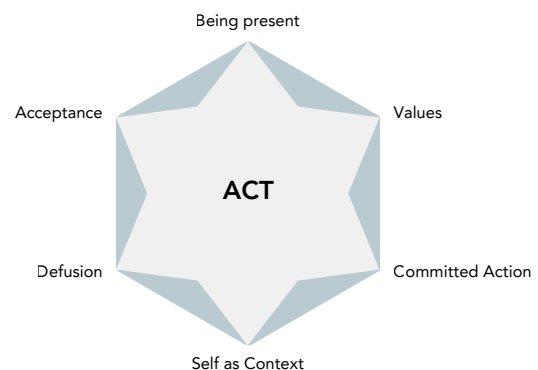
CBT Model to build awareness

- Identify Cognitive Distortions
- Thought Challenging
- Thought Reframing
- ABCDE Model
 - Activating Event
 - Beliefs
 - Consequences
 - Disputes
 - Effects
- Thought Stop + Switch
- RIBEYE
 - Relax
 - Identify the problem
 - Brainstorm possible solutions
 - Evaluate possible outcomes
 - Say Yes to one solution
 - Enact the solution
- Positive Self-Talk
- Gratitude (Lists, Journal, Behavioral Activation)

Acceptance and Commitment Therapy (ACT)

ACT is a cognitive behavioral model that focus on acceptance of unpleasant internal experiences, recognition of thoughts as just thoughts and committing to engage in behaviors that lead to a value based meaningful existence.

- Thought Defusion
- Values and Committed Action
- Observing Self (self as context)
- Acceptance/Creative Hopelessness
- Contacting the Present Moment



Dialectical Behavior Therapy (DBT)

DBT is a form of CBT that focuses on skills in four modules (mindfulness, distress tolerance, emotion regulation, and interpersonal effectiveness)

- Behavior Chain Analysis
- DBT 2x2
- 5 Options
 - 1 - Problem-solve
 - 2 - Change our interpretation of what we can
 - 3 - Radically accept
 - 4 - Do nothing differently
 - 5 - Make the situation worse

4 DBT Modules

1 - Mindfulness

- Wise Mind (Reasonable + Emotional)
- What – Observe, Describe, Participate
- How – Non-Judgmentally, One Mindfully, Effectively

2 - Distress Tolerance

- **Radical Acceptance**
 - "It is what it is, now what?"
 - Turning the Mind
 - Non-Judgmental Stance
 - Willingness vs. Willfulness
- **Self-Soothe**
- **Grounding with 5 Senses**
- **Cognitive Grounding**
- **TIPP**
 - Temperature Change
 - Intense Exercise
 - PMR – Progressive Muscle Relaxation
 - Paced Breathing
- **Distract with ACCEPTS**
 - Activities
 - Contributing
 - Comparisons
 - with opposite Emotions
 - Pushing Away Situation
 - with other Thoughts
 - with other Sensations
- **IMPROVE the moment**
 - Imagery
 - find Meaning
 - Prayer/meditation
 - Relaxation
 - One thing in the moment
 - (take a brief) Vacation
 - Encouragement

3 - Emotion Regulation

- Ride the Wave / WAIT
 - Watch your emotion
 - Action is NOT necessary
 - Internally experience emotion
 - Think about emotion as "helper" or "red flag"
- SEEDS
 - Sleep
 - Eating (healthy/balanced)
 - Exercise
 - Doctor's orders/medications
 - Self-care/Sobriety
- Build Mastery
- Increase Positive Emotions
- Opposite Action (OA)
- Cope Ahead

4 - Interpersonal Effectiveness

- **Assertive Communication**
- **DEARMAN** (objective)
 - Describe
 - Express
 - Assert
 - Reinforce
 - Mindful
 - Appear Confident
 - Negotiate
- **GIVE** (relationship)
 - (be) Gentle
 - (act) Interested
 - Validate
 - Easy Manner
- **FAST** (self-respect)
 - Fair
 - (no) Apologies
 - Stick To Your Values
 - Truthful

Relaxation Techniques

- Meditation
- Breathing Techniques
 - Deep Breathing
 - Belly Breathing
 - 4x4 Breathing
- Guided Imagery/Visualization
- Body Scan
- Progressive Muscle Relaxation (PMR)

Additional Skills

Self-Compassion

- Dr. Kristin Neff
 - Self-Kindness
 - Common Humanity
 - Mindfulness
- Dr. Tara Brach (RAIN)
 - **R**-Recognize What's Going On
 - **A**-Allow the Experience to be Just as it Is
 - **I**-Investigate with Interest and Care
 - **N**-Nourish with Self Compassion
- Change Scenery
- Using Positive Supports
- Pleasant Event List
- Music – Progressive Playlists
- Motivation Equation (Goals + Energy = Action)
- SMARTER Goals
 - **S**pecific
 - **M**easurable
 - **A**ttainable/Achievable
 - **R**ealistic
 - **T**imely/Time-bound
 - **E**thical
 - **R**esourced
- Small Steps
- Play the Tape Forward
- Urge Management

Exposure and Response Prevention

ERP is an evidence-based cognitive behavioral for treating obsessive compulsive disorder (OCD) and complex anxiety diagnoses. Patients gradually confront their feared object or situation in a hierarchical, prolonged, and planned manner. By doing so, patients learn to live in the presence of their anxiety and fears and decrease avoidance of the feared objects/situations.

Cognitive Processing Theory

Cognitive Processing Therapy (CPT) is used to treat trauma disorders by applying Cognitive Behavioral techniques directly to the traumatic experience to work through the residual effects. This individual attention allows individuals to process trauma at a deeper level.

Emotions List

JOY

Hopeful
Happy
Joyful
Excited
Blissful
Ecstatic
Optimistic
Enthusiastic
Grateful
Proud
Confident
Euphoric
Playful
Delightful
Energetic

CONTENT

Satisfied
Relieved
Amused
Interested
Intrigued
Secure
Calm
Open
Mellow
Relaxed
Meditative
Grounded
Curious
Demure
Serene
Comfortable
Safe

SADNESS

Depressed
Unhappy
Exasperated
Lonely
Glum

Disappointed
Hopeless
Pained
Hurt
Abandoned
Rejected
Discouraged
Miserable

ANGER

Frustrated
Angry
Irritated
Irritable
Mad
Annoyed
Defensive
Hostile
Enraged
Resentful
Bitter
Furious
Jealous
Misunderstood
Disapproving

FEAR

Paranoid
Scared
Frightened
Suspicious
Cautious
Terrified
Anxious
Worried
Nervous
Stressed
Uncomfortable
Tense
Frantic
Panicked
Overwhelmed

WITHDRAWN

Numb
Disconnected
Bored
Apathetic
Exhausted
Spacey
Distracted
Mindless
Disoriented
Withdrawn
Zoned -out
Guarded

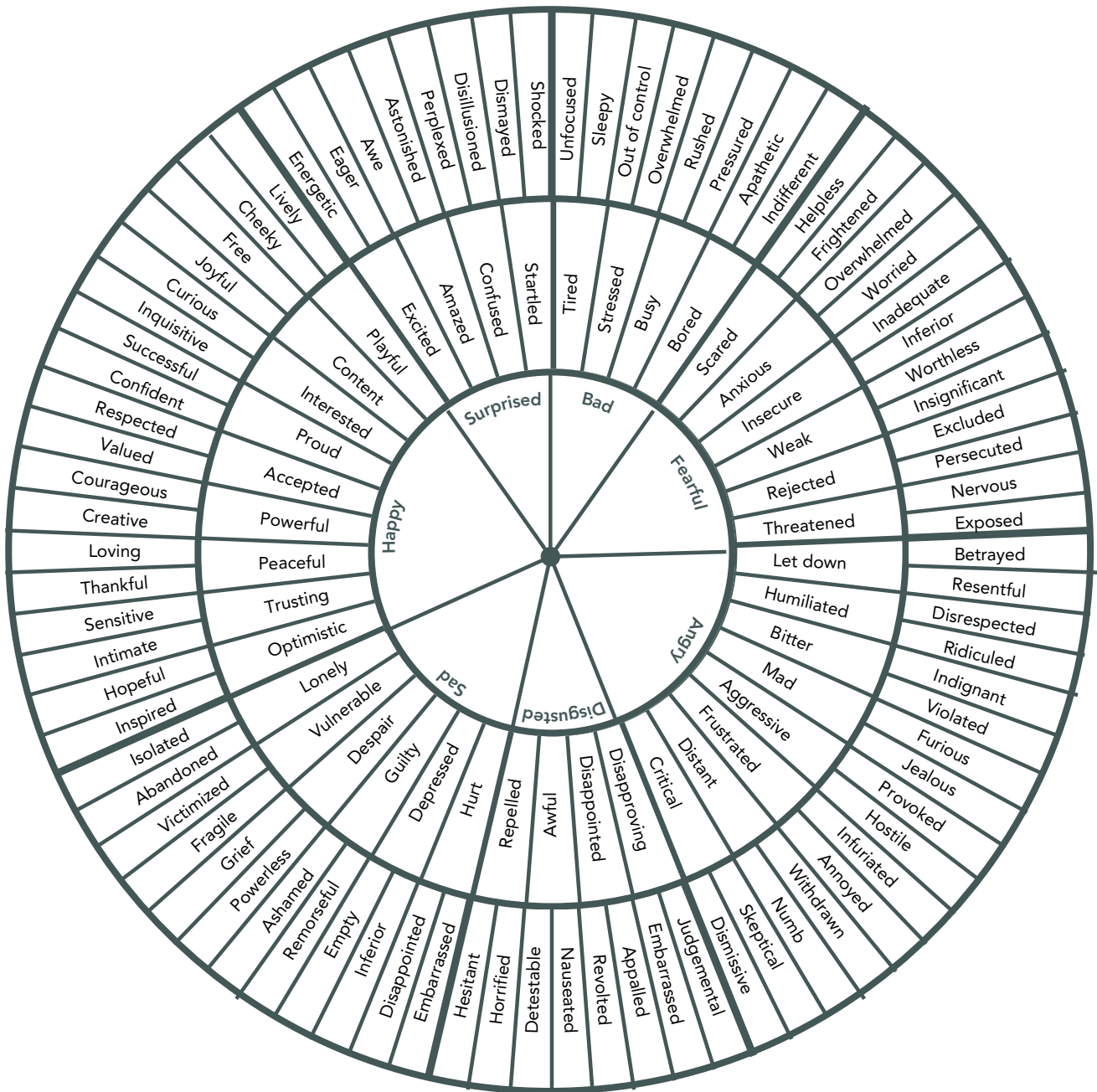
ASHAMED

Guilty
Regretful
Embarrassed
Bashful
Remorseful
Sheepish
Foolish
Disgusted
Horried

OTHER

Determined
Mischievous
Obstinate
Perplexed
Prudish
Smug
Stuck
Confused
Restless
Shocked
Surprised

Emotions Wheel



Ellison, Casie. "Emotions Wheel." Change the Face of Depression
www.changethefaceofdepression.com/post/the-feelings-wheel. Accessed 07 Nov.
 2024.

The Zone of Optimal Outcomes

Compass Care Principles

Symptom Reduction & Increased Safety

Are you feeling and doing better? Have safety-related concerns improved?

Goal Attainment

How much progress have you made toward your goals and objectives?

Evidence-based, Patient Centered, Outcomes Driven Care

Levels of Distress & Functioning

Has your distress level decreased? Has your ability to effectively engage in various domains of life increased?

Treatment Guidelines

Have you had the opportunity to effectively engage and achieve your goals through the Compass-recommended approaches?

Recommended Treatment Days

Have you completed the prescribed number of PHP and IOP days that lead to maximum symptom reduction and the lowest likelihood of needing to return to treatment?

Treatment Adherence & Engagement

Has your attendance and engagement in treatment been supported by your treatment team? Has Compass helped you overcome any barriers to access and involvement that have arisen?

SMART Planning

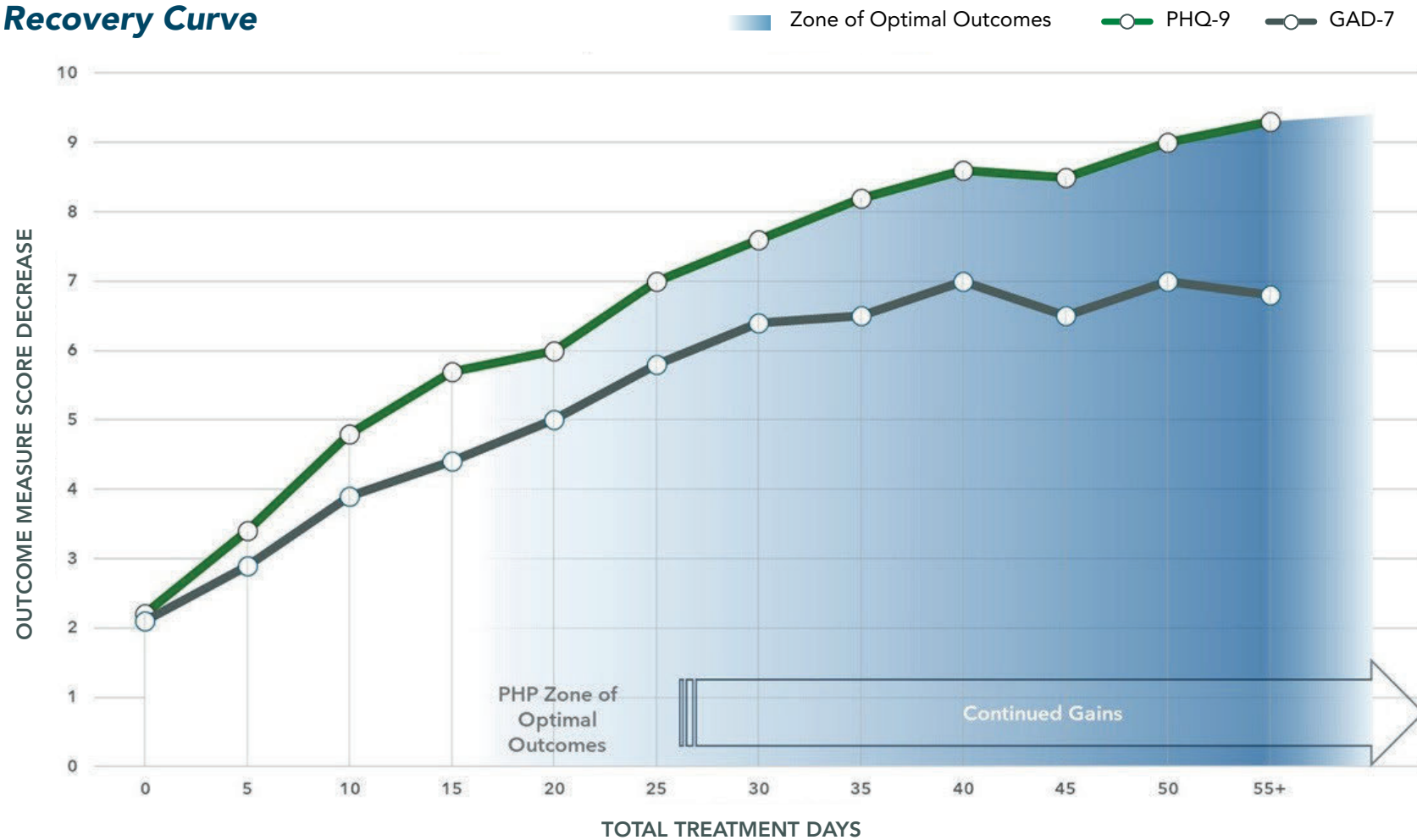
Have you been able to develop attainable and measurable goals and objectives with your treatment team so that you can monitor your progress?

Model Adherence

Have you participated in evidence-based treatment interventions, including CBT, DBT, ACT and other specialized models (ex: ERP, CPT) as appropriate, to best support your progress?

The Zone of Optimal Outcomes

Recovery Curve



YOUR ATTENDANCE IS IMPORTANT TO US!

Hybrid programming is an option.

Compass is your partner in building a plan that gets you back to your life in the shortest possible time. Our data shows that patients who stay for the recommended number of treatment days and have high treatment adherence are less likely to need PHP or IOP treatment, in the future.

Attending program every day is recommended, and we are here to support you daily, even when barriers arise.

If you are unable to attend on-site programming due to...

- ✓ Physical health symptoms
- ✓ Appointments that interfere with a portion of program time
- ✓ Transportation difficulties
- ✓ Or any barrier that interferes with on-site participation

To best serve patients, we now offer **Hybrid Programming** where you can **virtually join on-site programming for the day (or a portion of the day).**

The use of Hybrid Programming can be pre-planned, **or** you can call same day and ask for a virtual link to attend for the day.

Please contact your treatment team or main Compass phone number: **877-552-6672.**