



For office use only:

Copied Initial \_\_\_\_\_ Date \_\_\_\_\_ M&B Initial \_\_\_\_\_ Date \_\_\_\_\_  
LGL Initial \_\_\_\_\_ Date \_\_\_\_\_ CC Initial \_\_\_\_\_ Date \_\_\_\_\_

Please complete this form in its entirety.  
The information below will be held in confidence and for the use of Wellness House staff members only.

**Personal Contact Information**

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Phone: \_\_\_\_\_ Relationship: \_\_\_\_\_

How did you hear about Wellness House of Annapolis? \_\_\_\_\_

Do you have any children or family members who may benefit from our programs and services?

Name(s) and Age(s) of Family members: \_\_\_\_\_

**Medical Information**

Name of the cancer patient if other than above: \_\_\_\_\_

Type of cancer: \_\_\_\_\_ Stage of Cancer: \_\_\_\_\_ Diagnosis Date: \_\_\_\_\_

Please indicate your primary health plan:  Medicaid  Medicare  CHIPS  
 Private  Other: \_\_\_\_\_

**Treatment History**

Surgeon: \_\_\_\_\_ Surgery Date: \_\_\_\_\_

Medical Oncologist: \_\_\_\_\_ Chemo Dates: \_\_\_\_\_

Radiation Oncologist: \_\_\_\_\_ Radiation Dates: \_\_\_\_\_

I have read and understand all member policies.

\_\_\_\_\_  
**Signature of Adult member (age 18 and above)** **Date**



*Providing Strength & Support for those Living with Cancer*

## Program Waiver Agreement

I, \_\_\_\_\_, understand the programs at Wellness House of Annapolis which include but are not limited to Healing Touch, Massage, Reiki, Reflexology, Counseling, Support Groups, Mindfulness, Meditation, Educational and Nutrition Seminars, Exercise Programs, and Social Activities, are offered as complimentary services to those experiencing cancer either as a patient or a caregiver. I understand these services are not a substitute for medical treatment or the advice of my medical professional and that the teachers, practitioners, or participants do not diagnose conditions nor do they prescribe or perform medical treatment, prescribe substances, or interfere with the treatment of a licensed medical professional.

\_\_\_\_\_ I understand that social and special interest programs such as Book Club, Healing Music, Support Groups, Meditation and Mindfulness classes, Therapeutic Art, and Member Gatherings are offered as a source of stress relief, peer companionship, support and relaxation and are not to be used as a substitute for medical treatment. I understand the leaders/guests do not diagnose conditions nor do they prescribe or perform medical treatment, prescribe substances, or interfere with the treatment of a licensed medical professional.

\_\_\_\_\_ I understand that Healing Touch and Reiki are simple, gentle, complimentary energy based approaches to health and healing that can assist my body in its natural ability to heal. I understand that the practitioners do not diagnose conditions nor do they prescribe or perform medical treatment, prescribe substances, nor interfere with the treatment of a licensed medical professional.

\_\_\_\_\_ I understand that I should seek approval from my physician prior to receiving Massage at Wellness House of Annapolis to ensure that my current medical conditions do not contraindicate massage.

\_\_\_\_\_ I understand the exercise programs which include but are not limited to Tai-Chi, Pilates and Yoga are offered by trained and/or licensed professionals to be beneficial to my health and well-being. I understand the class leaders do not diagnose conditions nor do they prescribe or perform medical treatment, prescribe substances, or interfere with the treatment of a licensed medical professional. As with all exercise programs, I understand that I should seek the approval of my physician before beginning the practice.

\_\_\_\_\_ I understand that nutrition and other educational seminars are offered periodically by Wellness House in areas of interest to our membership. Presenters are invited by Wellness House because of their special knowledge or expertise, but under no circumstances do they diagnose conditions, prescribe or perform medical treatment, prescribe substances, or interfere with the treatment of a licensed medical professional.

\_\_\_\_\_ I affirm that I alone am responsible to decide whether to participate, and to what degree to participate, in the programs offered by Wellness House of Annapolis. I hereby agree to irrevocably release and waive any claims that I have now or may hereafter have against Wellness House of Annapolis and its staff, practitioners and volunteers.

\_\_\_\_\_  
Signature of member

\_\_\_\_\_  
Date



*Providing Strength and Support for those Living with Cancer*

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Wellness House of Annapolis is a non-profit organization whose mission is to help cancer patients, survivors, and their loved ones recover their health and well-being through participation in professional programs of support and education. Thanks to generous community support and volunteers, all Wellness House programs and services continue to be free.

### **Our Story**

Over the years, Dr. Kelly Sullivan, a plastic and reconstructive surgeon in Annapolis, Maryland, has performed hundreds of reconstructive procedures on cancer patients. One particular day, an exhausted breast cancer patient entered Dr. Sullivan's office with her three young children in tow. Her 6-year-old daughter gazed up at Dr. Sullivan and asked, "If my mommy goes into the hospital again, will she die?" The little girl's mother explained that although she was sick, she was in treatment and would get better. She then turned and asked Dr. Sullivan if she had any other cancer patients with young children that her kids could talk to so they wouldn't feel so frightened and alone.

Unfortunately, Dr. Sullivan had many.

During their visit, the family shared with Dr. Sullivan all that they had endured since the mother had been diagnosed with cancer. Dr. Sullivan began to think about what she could do to offer her patients support—and, on a much larger scale, what the Annapolis community could offer cancer patients and their families during the difficult treatment phase. Cancer patients deal not only with an emotionally and physically exhausting diagnosis, but with treatments that often last for months. Patients are frequently unable to work. Some lose their jobs and insurance coverage as a result of their diagnosis. Patients with young children at home face an even more difficult task of being physically unable to care for their kids at the same time that they are struggling to help them cope with the fact that their parent is sick.

Dr. Sullivan decided to do more to help these families. She began to research centers in other communities that provide a comforting place outside of the medical community where cancer patients and their families can go to relax, talk, and find comfort. While many cities and communities have facilities that offer such needed support, Annapolis did not. In 2007, with the help of the Annapolis Rotary Club, Dr. Sullivan founded Wellness House of Annapolis. Local philanthropist Janet Richardson-Pearson generously donated the use of a picturesque, historic farmhouse on Mas Que Farm Road, and Wellness House of Annapolis opened our doors to the public in June 2009.



## **Wellness House Member Policies**

**Welcome to the Wellness House of Annapolis. We encourage you to utilize our free services to aid you in your cancer journey. We ask that you respectfully comply with the following considerations:**

1. Please make appointments for all Counseling, Reiki, Healing Touch, and Massage Sessions. Please reserve space for all classes, events and support groups. For appointments and reservations, please call 410.990.0941.
2. We understand that your life has been turned upside down and we are here to support you through this journey. We will make every effort to accommodate your schedule and ask that you respect your appointment time so that others may utilize our services. Please make every effort to allow 24 hours for cancellations so that others may take your place in a class or appointment.
3. Please understand that we encourage each and every one of our Wellness House members to participate in our programs. Our goal is for our members to receive services as requested. If necessary we reserve the right to cancel an appointment to accommodate another member in immediate need who has been unable to be scheduled.
4. Please stay within the white fence surrounding Wellness House of Annapolis and do not approach the horses. Wellness House and its visitors do not have access to the rest of the property.
5. Wellness House follows the inclement weather advisories of Anne Arundel County Public Schools. We will post our closings on the front page of our website for your convenience as soon as we are alerted to weather concerns.
6. For your own safety and to insure that you don't injure yourself, we ask that you follow the direction of all instructors and practitioners.



## **COUNSELING SERVICES**

Counseling services are offered at Wellness House to help cancer patients, families and caregivers navigate through the functional, emotional, and spiritual adjustment necessary to maintain their quality of life during their cancer journey.

A cancer diagnosis can mean distress for both patients and their families. The goal of our counseling services is to provide professional guidance around the many challenges posed by a cancer diagnosis. We provide assistance, information and support to patients and families during all phases of the cancer continuum. The services include:

- Adjustment to diagnosis and treatment
- Emotional support
- Coping techniques
- Crisis intervention and referral
- Grief and loss

Counseling services include short term individual counseling and multiple support groups for cancer patients, caregivers, and children from preschool to high school. These services are provided by a licensed psychologist, social worker, or counselor. All counseling records are maintained in a locked file cabinet.

### **SHORT-TERM INDIVIDUAL COUNSELING**

Short-term counseling is available to cancer patients or family members at Wellness House for the purpose of helping members identify and implement coping strategies during the cancer journey. Counseling provided at Wellness House does not include diagnosis or treatment of mental disorders.

The goals of short term counseling are to assess the individual's needs and to assist them in connecting to other Wellness House services and/or referral to other community resources for additional support. The services are rooted in a foundation that is about understanding and putting in place a set of goals and action items to help members manage the stress and changes that may come with cancer.

#### **Principles of short-term counseling:**

- Confidentiality
- Open communication
- Helps members deal with personal and family issues related to their cancer
- Focuses on the present and future
- Assesses problems and issues
- Develops insights and strategies
- Three to six individual sessions
- Referral to community resources at termination

## **SUPPORT GROUPS**

Support groups provide a time for participants to discuss their issues with others who have experienced similar events in an environment of support and assimilation. Members often report a sense of “belonging” and gain encouragement from other participants. Additionally, members are often able to provide support and direction for others in the group. Wellness House offers special group programs as well as drop-in support groups. Registration for our drop-in groups is requested for planning purposes, but not required.

The goal of support groups at Wellness House is to help cancer patients and their families take back control of their lives by exploring the emotional impact and day-to-day issues caused by the impact of cancer. Through guided and open discussions, groups explore ways for each person to handle the different issues that a cancer diagnosis brings. Each group focuses on improving the quality of life of every group member.

### **Principles of Support Groups:**

#### Confidentiality:

- Anything said between two or more group members at any time is a part of the group and confidential.

#### Privacy:

- No group member is ever required to answer any question, to participate in any activity, or to tell anything. They have the right to pass, that is, the right to refuse. Members also may not pressure other members who have passed. The group leader is obliged to protect this right. However, members will benefit more from group the more they are able to take risks in sharing and participating.

#### Dignity:

- Each group member is treated with respect.

#### Attendance:

- For special group programs, members agree to attend every group meeting. If for some reason they cannot attend a session, they will notify the group leader.
- Entering a group session 15 minutes or more after the start time can be disruptive to the group. Please make every effort to arrive on time to all group meetings.

#### Responsibilities:

- It is the group leader’s responsibility to support these procedures and guidelines. The group may, when it wishes, propose other procedures and guidelines which will be up to the group to monitor.

### **Special Group Programs**

In addition to drop-in groups, Wellness House offers special support group programs that follow a curriculum or lesson plan and meet at a specific time and date over a defined period of time. Special group programs include Taming the Bear, and Paint Your Rainbow Summer Camp. You must register for these programs and agree to attend each session. If for any reason, you are unable to attend, we ask that you notify the group leader.

## Healthy Living Services



Healthy Living Services are offered Monday through Thursday.  
To make an appointment, please call us at [410-990-0941](tel:410-990-0941).

**Healing Touch:** Healing touch uses gentle, light touch to clear, balance, energize, and support the human energy system to facilitate and support healing for the whole person.

**Massage:** Licensed massage therapists use gentle techniques that can help to decrease nausea, fatigue, and other stresses such as anxiety and depression.

**Reiki:** The Japanese relaxation technique of reiki, where energy is transferred from therapist to client, complements conventional medical and therapeutic techniques and has been found to be an excellent approach for balancing mind, body, and spirit.