

CENTRE FOR INNOVATION IN PEER SUPPORT

Our Virtual World

A Toolkit for Implementing Virtual Group Services

**Support
House**



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Innovation in
Peer Support

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Centre for Innovation in Peer Support (Centre) is embedded in Support House. The Centre promotes & facilitates the meaningful engagement, empowerment and enhanced capacities of people with lived experience and families, as well as effective peer support services regionally, provincially, nationally and internationally. Copyright 2022© by Support House and Centre for Innovation in Peer Support. All rights reserved worldwide. This resource may be freely reproduced and distributed. Citation of the source is required under copyright law.

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Hopkins, E., Gremmen, A., Adair, R., Kozell, C., & Kristy, B. (2020, June). *Our Virtual World: A Toolkit for Implementing Virtual Group Services*. Support House: Centre for Innovation in Peer Support.

Intent

This guide reflects the considerations and actions of the Centre for Innovation in Peer Support during our ongoing transition to virtual service provision. It is our hope that you will be able to use this guide to help you inform your own considerations and actions.

Our considerations and actions reflect our community demographics and the needs of our community. Key Considerations for you to explore as you implement virtual services are listed throughout the document; for a full list of considerations please see Appendix F. We have also shared our actions as examples you can use. The Appendices include some of our resources.

Through ongoing Quality Improvement efforts referenced in this document the Centre was able to enhance services. Investing in data collection, evaluations, feedback loops and review of this information can help inform your work. This guide shares some examples you can easily implement, allowing you to enhance your services in this changing healthcare system and to better meet the needs of those you support.

Legal

The views represented herein solely represent the views of the Centre for Innovation in Peer Support. Information in this document should not replace your own research and due diligence. The information used to create this resource draws on the experience of the Centre and public sources, referenced throughout. The materials in this resource are general guidelines only. This resource is not intended to provide legal advice. If there is a discrepancy between this document and any applicable legislation, the legislation will always prevail.

Acknowledgements

We would like to thank our entire team for their grit, determination and dedication to those we serve that made this fast-paced transition possible. Special acknowledgement to Ethan Hopkins, Alyssa Gremmen, Richard Adair, Cheryl Kozell and Betty-Lou Kristy for assembling this toolkit.

If you have questions about this resource, please contact
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About the Centre

The Centre for Innovation in Peer Support provides both direct service and system focused supports across Ontario. The Centre for Innovation in Peer Support team has a robust expertise in the application of the *Guiding Standards of Peer Support*.

The Centre has been recognized as a “benchmark of excellence” in peer support, and meaningful co-design and engagement of people with lived/living experience and family & caregivers.

The Centre’s Focus: Professional Peer Support

The Centre focuses on providing, and supporting the practice of *professional peer support*.

The practice of professional peer support is emotional, social and/or practical support delivered by mutual agreement by persons who self-identify as having lived/living with similar circumstances and/or challenges. Professional peer support workers have engaged in training and skill development to enhance their ability to support empowering and empathetic relationships with others in their pursuit of self-determined wellness and/or change (Hopkins & Gremmen, 2022).

Professional peer support is when those with personal lived/living experiences work or volunteer in designated roles in mainstream/traditional services while ensuring that the critical aspects of hopefulness, recovery-orientation, empowerment, non-judgmental acceptance, and trust are promoted within the peer support relationship. Professional peer support is an intentional service provided where there is an identifiable ‘giver’ and ‘receiver’ of care. Professional peer support workers uphold the fidelity of peer support, while also honouring the responsibilities of their workplace (Hopkins & Gremmen, 2022).

[For more information on professional peer support, we invite you to read *Understanding Peer Support: A Proposed Core Service in Ontario* on our Resource Hub](#)

Supporting Provincial Systems & Partners

The **Centre’s Provincial, Systems & Partner** stream works within the mental health and substance use/addictions system to support peer staff, supervisors, and organizations from the approach of the *Guiding Standards of Peer Support* with a focus on professional peer support. The Centre also supports organisations to empower people with lived experience and/or family/caregiver experience through meaningful engagement and co-design.

Our full programming is offered through our **Virtual Learning Centre & Resource Hub** which supports the most current, best practices in Peer Support. Through our **Virtual Learning Centre**, we offer trainings, consultation, our peer professional development webinars, and provincial communities of practice. Our **Resource Hub** is home to our toolkits, models, and resources. All of these offerings support the implementation and practice of peer support within Ontario.

We continue to evolve, listening to input from our stakeholders across the province to identify gaps and needs within the system, and using quality improvement processes to pivot, pilot, evaluate and then scale and spread new innovations in peer support.

Supporting People Engaging in Services

The **Centre's Peer Programming** stream began as a consumer survivor initiative under the name TEACH (Teach, Empower, Advocate for Community Health) in 1999. TEACH later came to be housed at Support & Housing Halton (now Support House) and continued to evolve in order to meet the needs of our community, eventually amalgamating with Support House's peer support provincial systems & partner support program, the Centre for Innovation in Peer Support.

Today, the Centre's Peer Programming utilizes its expertise from having provided peer support services for over 23 years in the Halton-Mississauga region to offer quality programs that are designed, developed, implemented, and evaluated by people with lived experience. This stream is focused on peer-led psychosocial and rehabilitative programming. Together, we build community and connection through creating safe spaces to heal and grow for people navigating mental health and substance use/addiction challenges, as well as supporters/families.

Our History

In 2014, the Mississauga Halton LHIN Mental Health & Addictions Leadership Table began discussing future funding priorities. Peer support was identified as the main priority. After consultations and research, the Mississauga Halton LHIN created the Enhancing and Sustaining Peer Support Initiative in 2015. This initiative created peer support positions, supported service coordination, and supported the training and development of these positions across the region.

Support & Housing Halton (now Support House) became the lead agency that hired and housed the Peer Support Systems Lead and the Substance Use & Provincial Systems Lead in a program that would become the Centre for Innovation in Peer Support (Centre). This team worked to sustain the new peer support positions that had been funded, build infrastructure, and bridge the many stakeholders impacted by this initiative.

In January of 2020, the Centre amalgamated with Support House's direct-service-facing peer support program, TEACH. The Centre now has a direct service stream of peer support programming as well as a system and partners stream, which has grown beyond the Mississauga/Halton area to include the entire province of Ontario.

About Support House:

Support House is directed by our core values. They guide our agency's decisions and actions, unite our staff, define our brand, and inspire our culture. We put people first – our supports are **person directed**. We **connect and engage** and start conversations to build and maintain relationships. We focus on **health and wellness** practices to inspire our culture. All employees are required to adhere to our values-based Oath of conduct.

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Creating “Our Virtual World”

Our Journey

When the Centre for Innovation in Peer Support was informed of the need to work from home due to the seriousness of the global pandemic, we immediately focused on our direct service programs. Our foremost priority was to ensure those who depend on our services were not left without important connections in a very uncertain time. This would require that we adapt our in-person peer-led groups to a virtual curriculum and environment.

Covid-19 Phase 1 Response (March – June 2020)

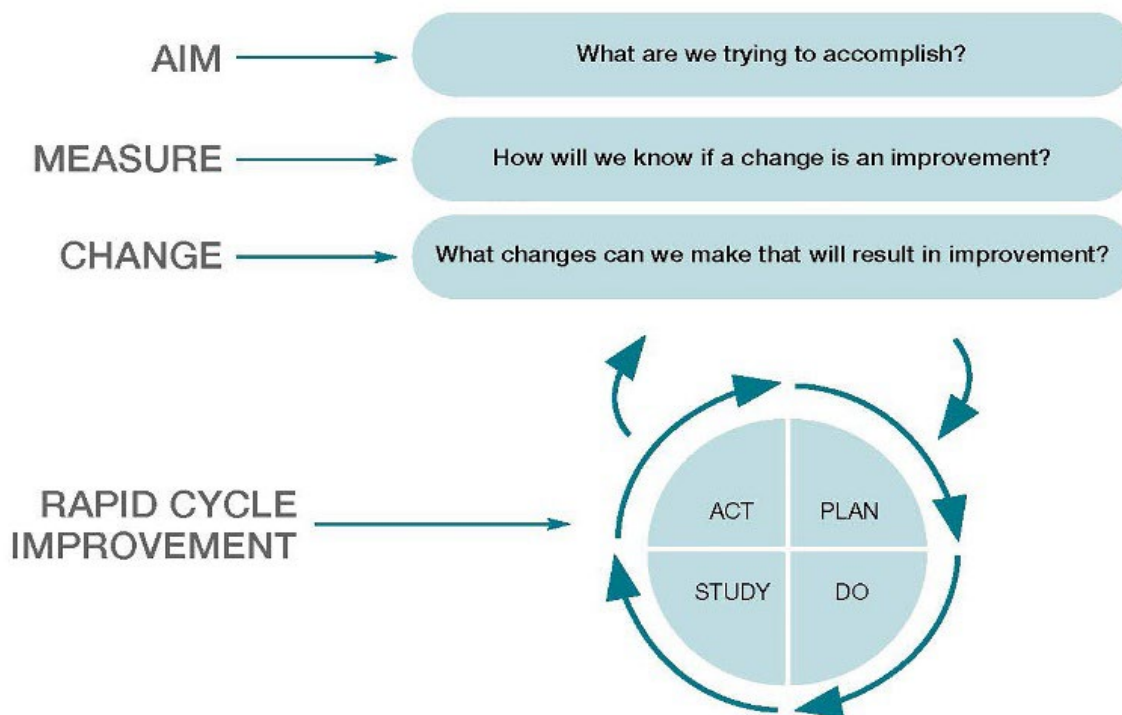
- On Monday March 16th the Centre staff began daily Team Huddle (ie. rounds) with a focus on mapping strategic priorities for new Centre virtual programs.
- Staff working within Centre Provincial, System and Partner Support/Programming were redeployed to assist in developing new programming and to support quality improvement initiatives for Phase 1 Pilot of virtual programming offered through Centre Direct Service Programming.
- Approval from our agency was given to hire relief staff with previous working relationships and training with the Centre.
- Pandemic Pilot of virtual programming launched at end of March, inclusive of open topic discussion Wellbeing closed groups and, a new stream of Social Connection style open groups.
- Additional programming was developed in the form of a Peer Warm Line and augmenting our existing one-to-one peer support program (Peer Support Navigation team) began.
- The Centre staff, in partnership with the early experiences of participants within our groups co-created the designer Virtual Facilitation & Participant guide grounded in the Values of Peer Support.
- Revisions were made to our existing systems supports through accelerated and increased frequency of our Communities of Practice meetings; we moved from monthly meetings to weekly lunch sessions while also expanding an invitation for both of our networks across the province (Peer Staff and Peer Supervisor).

Our Guiding Questions

- How do we stay true to our values?
- How do we ensure privacy?
- How do we maintain sustainability?
- How do we operate as a team?
- What do we need to change?
- What services do we want to move virtual?

- Centre staff took a Health Quality Ontario (HQP is now a part of Ontario Health) lens to ALL programs through ongoing evaluation, quality improvements and capacity building to ensure low or no barrier access to all supports. For more Health Quality Ontario (Ontario Health) Quality Improvement Resources see **Appendix I**.

MODEL FOR IMPROVEMENT



- Live time quality improvement measures drawn from Health Quality Ontario's (Ontario Health) Model of Improvement were put into place to monitor group dynamics with an emphasis of Lean Six Sigma practices to minimize wasteful practices.
- Virtual Program evaluation measurements were put into place which included live time polling feedback from group participants and survey options for more in-depth experiential feedback.
- Phase 1 adjustments were fed by data utilizing Plan Do Study Act (PDSA) cycles to adjust programming on the fly with direct feedback from persons experiencing services within the virtual group settings.
- Virtual Programming was opened up to all residents in Ontario with an aim of lowering barriers for all individuals experiencing wellness challenges as a result of Covid-19.
- Full Phase 1 programming capacity was 23 virtual programs and 2 communities of practice per week. Direct service programming became open to any individual navigating their wellness journey including family care givers in support roles, along with system partners and staff within Ontario.
- In consultation with our internal Privacy Officer and through direct consultation with a Health Privacy systems consultant we confirmed that all virtual programs, data collection methods and protocols were PHIPA and PIPEDA compliant.

- Using practices of Lean Six Sigma we conducted an extensive analysis of data findings from evaluations, live time data collection, time studies, staff capacity, sustainability and a volumes assessment to determine a more sustainable model. We launched Phase 2 of our virtual programming in concert with the provincial reopening on June 15th (20 sessions offered during the day, evening, and weekends each week).

Centre Pandemic Staffing Roles & Re-deployment Highlights

Director

- Provided weekly provincial and organizational updates during daily team huddle meetings each week.
- Promoted and directed staff to open all Centre programming to the province during pandemic crisis.
- Provided oversight and direction around staff re-deployment descriptions and responsibilities.

Manager, Operations & Service Integrity

- Implementation of quality improvement initiatives, along with coordination of daily team huddles, facilitation/participant guide, managing staff capacity and re-deployment.
- Established protocols, procedures and documentation revisions for virtual service delivery in consultation with privacy officer and consultant to ensure PHIPA and PIPEDA compliance.

Communications & Marketing Coordinator

- Revamped website to reflect all new program offerings and updated promotional materials for province.
- Re-deployed to support daily team huddle meetings, management of all virtual group scheduling in Zoom accounts, and as backup host for Social Connection Mindful Moments groups.

Supervisor, Direct Service

- Supervised Direct Service and as Phase 1 virtual programming pilot launched. Acted as liaison between direct service team and the Centre leadership team.
- Supported team in problem solving, planning and implementation. On call to support immediate direct service needs.

Group Facilitators

- Responsible for facilitation and hosting of closed psycho-educational Self-Help Groups.
- One Group Facilitator was re-deployed to also support psycho-social Social Connections group and to build & facilitate Chair Yoga as part of the Mindful Moments series as a Trained Yoga instructor.
- Cross-trained during Phase 1 Pilot to assume facilitation role in Phase 2 of pandemic for open Social Connection groups.

Peer Support Navigator

- One to One Peer Support & System navigation, Peer Warm Line and Group facilitation/hosting as needed.
- One Peer Support Navigator in addition was re-deployed in psycho-social Social Connections group to build & facilitate/host Mindfulness Moments due to Mindfulness Trainer certification.
- Additional Peer Support Navigator hired on as relief staff to support pandemic crisis and virtual programming.

Facilitator, Education & Skills Development

- Part time position (April-September) created to support group facilitation and Manager, Operations & Service Integrity in Time Study, Facilitation & Participant Guide and Toolkit design.

Peer Integration and Systems Lead

- Increased frequency of our Communities of Practice meetings; moved from monthly meetings to weekly lunch sessions while also expanding an invitation for both of our networks across the province (Peer Staff and Peer Supervisor).
- Provided consultation related to the implementation and sustainability of peer support positions to partners within Ontario
- Re-deployed to support direct service groups through hosting role, provided Zoom cross-training for all Centre staff and co-created Virtual Toolkit and Zoom protocols.

Community Engagement Coordinator

- Re-deployed to plan, create and implement new virtual psycho-social recreational program offering (Social Connections).
- Provided stability and sustainability of Phase 1 programming as sole facilitator and curriculum builder for all Social Connections groups during Phase 1.
- Cross trained and mentored Group Facilitator staff to assume facilitation of Social Connections role during Phase 1 in preparation of launching Phase 2.

Our Lens of Health Equity



Image Source: Health Quality Ontario. <https://www.hqontario.ca/What-is-Health-Quality/Health-Equity-and-Quality>

As an organization we are committed to health equity and understanding the barriers members of our communities may have when accessing services both at the community and system levels. With this in mind, all of our programming was implemented with a Health Equity lens.

Some things we did well:

- Offered a Peer Warm Line 5 days a week & Peer Navigator Support for individuals who could not connect virtually.
- Opened our groups to be both video and call-in (non-video) compatible.
- Offered technical support for navigating virtual platform in group.
- Offered support to individuals without technology in gaining access to needed devices for online participation.
- Open programming to all residents of Ontario.

Some things we could do better:

- Gain a better understanding of the needs of diverse groups not accessing our virtual programs.
- Gain a better understanding of how to advocate for technology poverty and privilege.
- Better understand potential language and cultural barriers.

Key Areas of Focus

Technology

Considerations

- What platform do we use? Do we use different platforms for different services?
 - What do we need to know about these platforms? e.g., Security, cost, how many accounts etc.
 - What are our agency needs in a platform regarding policy, procedure, security and privacy, ethics and values? e.g., Security, cost, how many accounts etc.
 - Is the platform user friendly?
- Does staff have the hardware to move virtual? Computer/laptop, Webcams, Wifi, microphones
 - For a list of popular platforms see **Appendix H**

Our Actions

After ongoing research and dedicated exploration from designated team members, we chose Zoom and later Zoom Healthcare as the primary virtual service platform. We found this platform to be user friendly and meet our facilitation needs. Zoom has a variety of account and in meeting settings (**See Appendix G**). Zoom reassures that their healthcare accounts are compliant with PHIPA and PIPEDA standards.¹

To learn more...

Zoom Website www.zoom.us

- Resources: video tutorials, articles, live demos and trainings, FAQ etc. – top right hand corner of home page

Zoom Healthcare¹: <https://zoom.us/healthcare> includes PHIPA/PIPEDA information sheet

Zoom Security Page <https://zoom.us/security>

Zoom Privacy Policy <https://zoom.us/privacy>

Zoom Settings: <https://support.zoom.us/hc/en-us/articles/201363253-Account-settings>

Zoom Youtube Channel – video tutorials - click “how to zoom” playlist

<https://www.youtube.com/user/ZoomMeetings/playlists>

For more on how we navigated implementing the use of zoom, see Staff Involvement & Process (pg 14).

Security & Privacy

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Considerations

- What security concerns do we have?
- What experts or resources are available for us to consult with? The Centre, privacy officers, privacy lawyers, etc.
- What policies, procedures and processes need to change/be created to support virtual service delivery?
- Will we have different security protocols for different services? e.g., Social rec group vs. curriculum based groups, vs. one to one supports
- How do we transparently share the limitations of confidentiality when using a virtual space? e.g., Forms, in group, etc.
- How are we gaining informed consent? e.g., Verbal, written, email, documents
 - What are the legal implications of these consent processes?
- What are we going to do if someone cannot give consent using our current process? e.g., PDF errors, lack of technology needed, etc.

Our Actions

- Using Zoom Healthcare for increased privacy and encryption measures
- Our organization sought legal consultation specific to privacy and compliance with PHIPA and PIPEDA
- Zoom Privacy Features (**See Appendix G** for more information):
 - Waiting room – allows you to admit people to the meeting or decline
 - Password protected “meetings” – requires a password to enter
 - Remove participant feature – removes someone from meeting – settings determine whether or not removed participants can rejoin the session
 - Lock room – stops anyone from entering meeting even with a password
- We schedule two staff per group – Host & Facilitator (**see Appendix A and B**)
- Confidentiality is addressed in the following places:
 - Participant Guide (**see Appendix C**) – given to participants before group
 - Service Agreement – our confidentiality form
 - Waiting room message (viewed by all people before entry to the room)
 - In Group – Conveying Duty to Report, etc.
 - Staff protocols (**see Appendix A and B**)

Please note: you cannot guarantee other people are not recording meetings using third party applications

Participant Experience

Considerations

- How will we support accessing technology?
- How will we support technology/platform related challenges in groups?
- What are we offering individuals who cannot access online technology? e.g., Care packages, warm lines, phone services etc.
- How are we promoting virtual services?
- How are we able to support concerns from the community about virtual service? e.g., Comfort, confidentiality, etc.
- How do we ensure we are meeting the need of our participants? e.g., Listening to informal feedback, formal data collection, etc.

Our Actions

Based on ongoing feedback from the community and system needs, the Centre created two streams of online service. Self-Help Groups and Social Connections. All groups and activities are facilitated by trained peers. Mindfulness Moments are facilitated by peers with yoga and mindfulness certifications. For more information and full schedule:

www.supporthouse.ca

Self- Help Groups (Wellbeing Group, Navigating Stress and Anxiety, Daily Wellness Planning)

- Registration required, stronger privacy settings and protocols
- Psycho-educational support and wellness drop-in groups (once registered).
- Staff facilitate supportive discussions based on group needs, sharing resources and information.

Social Connection Groups (Mindful Moments, Centre Café, Games Room, Sharing Circle)

- No registration required
- Psycho-social recreation drop-in groups for supporting overall wellness and mental health through socializing, mindfulness and recreation activities.
- Staff facilitate activities and role model our values.

Promotion

- Reached out to all past participants and emailed partners updated group information as it evolved
- Use of website
 - Updated with all current information
 - Links to groups

Tip: having links on your website rather than flyers allows you to update and troubleshoot technology when necessary. e.g., Instantly update a link that is not working

Pre-participation

- Participant Guide to navigate our values, virtual housekeeping, FAQs and online etiquette (**see Appendix C**)
- Peer Support Navigators - guide registration and answer virtual service-related questions
- Staff support peers wanting to access services in navigating technology and platform as needed
- Creation of an online registration process via our website in addition to our existing phone and email methods*

Access

- Password-free links on website for Social Connection groups
- Fillable PDF Service Agreement*
- Welcome Letter* - gives registered participants the password for all groups and other important general group information. e.g., Information about locking the room (**see Appendix D**)
- Peer Support Navigators support individual barriers to access and warm transfer into group supports

In Group

- Creation of a welcome slide that orients participants to platform controls
- Revised roles of facilitation team to better fit virtual context
 - Facilitator – Leads conversation and stays present with group
 - Host – Maintains security and safety of group, tech support, back up if facilitator technology fails

*** = Specific to Self-help groups**

Staff Involvement & Process

Considerations

- What does our staff team need to facilitate virtual groups?
- How will we communicate changes to our entire team?
- What resources does the team need to be successful?
- What training and orientation is needed?
- How will we offer supervision and support regarding changes?
- How will we support employee wellness through changes? (pace, expectations, policies, group activities, check- ins etc.)
- Who on our staff team can support the different parts of the process? Consider strengths and capacity Ex. Administration processes, technology and program development
- What is the capacity of our team to support changes needed? Who can be “redeployed” differently? Or who has been redeployed elsewhere (pandemic specific)?
- What unique skillsets does our team possess that we can draw on? Ex. Certifications, Area of Specialities, Skills, etc.
- How we will we “roll out” our new programming? All at once? Soft Launch?
- Do you have the capacity to back-up groups if a staff person is sick/ on vacation?
- What does our staff team need to facilitate virtual groups?
- How will we communicate changes to our entire team?

Our Actions

Supporting our Shift to Virtual Services

- We implemented daily team huddles – Troubleshooting, planning, ongoing staff feedback loop for resources and program development
- Delegation and small working groups
 - Identified staff members who could develop guides, checklists for participants and staff etc.
 - Virtual Facilitator Checklist
 - Virtual Host Checklist
 - Participant Guide
 - Data entry collection and input guides
 - Quality Improvement initiatives
 - Consultation with embedded evaluator
 - Identified staff who could easily develop new programming
 - Mindfulness
 - Yoga
 - Psycho-social recreation
 - Facilitation team used previous, in-person curriculum to inform new virtual psycho-educational groups

- Identified two staff members to support technology platform related materials, orientation and training
 - Ongoing Ad hoc staff practice sessions with the platform with staff who are knowledgeable about Zoom
 - Participant guide and sharing existing zoom resources
 - Offered a zoom training

Launching our Virtual Services

- Pilot – Started with a few groups, offered to existing registered members (kept continuing service), increased groups each week
 - Allowed for shared learning and feedback with existing trust
 - Allowed for more time to further develop virtual program, resource development, orientation and further training
- Scheduled time for pre and post debrief for the facilitation team to meet, communicate, debrief and discuss feedback
- Created a shared schedule to outline all our virtual programming and the facilitation team involved
- Scheduled intentional time prior to group to navigate participant technical challenges

Moving Forward

- Listened to peer and system feedback and developed widely and easily accessible programming accordingly
- Increased groups based on comfort and capacity
- Evaluated staff capacity / workload distribution and revised the group calendar for the following season in correspondence with peer feedback and attendance data.

Data Collection & Evaluation

Considerations

- What data does our organization collect for reporting purposes?
- What data do we collect for quality improvement and evaluation of our services?
- What protocols does your organization have in place to secure data when in-program polling technology is used?
- Will we create evaluation pathways for new virtual services?
- How will we collect the chosen data? In session, virtual survey platforms, phone etc.
- How can our chosen platform support this process? e.g., Zoom polls
- How will we use the data we collect?
- What data does our organization collect for reporting purposes?
- What data do we collect for quality improvement and evaluation of our services?

Our Actions

We use the data collected to inform programming, receive feedback and for reporting purposes.

- Survey Monkey – post-group evaluation form (**See Appendix E**)
- Zoom Polls (Social Connection groups) – quick feedback questions. (**See Appendix E- Step 1**)
- Zoom polling data (**Appendix E - Step 1**) was then entered anonymously into a survey monkey online. The data collected enabled leadership to have real-time response rates and provided opportunity to understand volume flow and participant experiences during every Social Connection group to assist with quality improvement initiatives. (**See Appendix E - Step 2**)
- Reviewed and enhanced our data entry and collection to align with our PDSA and provide real time data to the system
- Data was used to chart FTE equivalents with volume of contacts to assist in staff resourcing of virtual direct service groups and staff capacity in relation to workload.
- We were able to use the data collected to evaluate which groups, days and times had higher participation (**Volumes Assessment**) and cross reference this with staff capacity and sustainability to inform our Phase 2 group calendar (**Time Study**).
- Ad hoc focus groups enabled us to gain key insights into areas of improvement not considered or identified by staff or participants partaking in virtual group supports.
- Verbal feedback from participants for troubleshooting and consideration

Appendices

Appendix A: Facilitator Checklist

The role of the Facilitator is to guide the group. The Facilitator remains focused on the peers in the room and the flow of discussion. They lead the creation of a safe and inclusive environment so that peers can feel comfortable sharing.

Prebrief

- Navigate to Zoom and join appropriate meeting ID 30 minutes before the group starts
- Download and set up the Zoom app on your work phone as a back-up in the event you lose internet connection through your home internet provider. (Your phone has data)
- Change your name to: Name – Facilitator
- Open the Participation Guide for quick referral of Values in Action and housekeeping at the start of group
- If you are using a second screen/account to share game boards or documents confirm the host has designated this account as a Co-Host to allow the share-screen feature.

During Group

- When the group starts introduce yourself and the team
- Review our Group Values and Housekeeping
- Let participants know that you may call on them to share or engage in the activity. Inform them that when called upon, they have the option to pass or not engage if they wish.
- At the end of the group prompt the Host to launch the group poll/paste the survey link in the chat. Let participants know the purpose is to gather feedback, which then informs our programming

*In Social Connections groups use your discretion to evaluate the group dynamic and level of engagement. The group is set for a certain time period but this does not mean it has to last the full time. If the group energy is losing momentum, ask the group if they are comfortable with ending the group for that session.

Debrief

- Support the Host in entering all group contact data in EMHware

Appendix B: Host Checklist

The role of the Host is to support the Facilitator. They support the background and technical aspects of the group so that the Facilitator can remain focused on the discussion and peers in the room. The Host is also back-up facilitation in cases of Facilitator technology/internet challenges.

Prebrief

*For Social Recreation Groups please review the session planner for the specific social rec activity you are hosting (Ex. Scattegories) 24 hours prior to hosting the scheduled group. This can be found on the Agency Server in the TEACH 3.0 folder – All Groups Folder – Social Connection Folder.

- Log in to the appropriate zoom account at www.zoom.us 30 minutes before the group starts. Please be sure to use the Zoom website **NOT** the Zoom app.
- Assign the Facilitator as a co-host
- Change your name to: Name – Host
- Change Chat and Share permissions to “Host only” – Keep the chat window open to see any messages from participants
- Open Participation Guide in order to troubleshoot participant IT challenges
- Click the Participant Window to view the waiting room

As Peers Join

- Peers will appear in the “Waiting Room” when they attempt to join the group, admit peers into the room
- To ensure everyone in the space has completed their registration, enter participants’ information in EMHware; request that peers send their first and last name to the Host using the chat feature if information is unknown
- Assist peers through any technical issues that occur
- Check the centreinfo@supporthouse.ca inbox to see if there are any notifications that someone has navigated to the incorrect zoom room. If their name or email is displayed in the notification use their contact information to assist them in getting into the correct room.
- If anyone dials into the group ask them for their first name and let them know you are changing their screen name for the group to see

*Zoom has a function that allows participants to use their phone as a speaker & microphone for a meeting they are attending on another device. If you see someone “on the phone” while in a meeting politely inquire if it is being used for the purpose of the group.

During Group

Registration-based Groups

- When the Facilitator goes through our Group Values/Housekeeping, copy and paste the resource list (found in the Facilitation Documents folder) in the chat box
- 5 minutes after the group has started:
 - Engage the “Lock Room” feature – nobody else will be able to enter the waiting room/group.
 - Change the chat permissions to “No One.” If there is an activity or discussion that the facilitator and host feel would benefit from having the chat open then open it for the duration of the activity and then return the permissions to “No One.”

If a peer messages you in the chat at the beginning of group or during an activity for anything other than tech support, please copy and paste the following script:

We ask that the chat function in our group be used to contribute to the activity/discussion we are having as a group. If you need additional supports, please revisit the resources shared at the beginning of the group.

- If someone drops out of the meeting, unlock the room for 5 minutes to provide opportunity for someone to rejoin in the event of internet challenges.

Security Protocol

In the event that someone in the group has not completed our registration package or is behaving inappropriately (prejudice/discrimination, refusal to follow guidelines or displaying graphic content) we have options available to us:

- If a peer joins who is **not known to us**, the host will mute them and turn off their video. They will then move them to the waiting room and send a message to that individual*. From here we can either suggest registering via the website, accessing social connections or calling extension 390.
- If a peer is registered and **refusing to follow the guidelines**, we can move them to the waiting room. Here we can message the waiting room to engage in a conversation and possibly re-admit*.
- If a meeting is “**Zoom Bombed**” – protocol is to “remove” the individual from the group. This removes them from the entire live session, unable to rejoin. We then lock room. This is done for the Self-help and Social Connections groups.

Please note you will be messaging the entire waiting room, if there are others there, they will see your messages. Participants cannot respond to your messages - please direct them to call your work cell to have a one-to-one conversation

At the End of Group

Registration-based Groups

Paste the link to the Survey Monkey in the chat

Social Recreation Groups

Launch the Zoom Poll

Debrief

Review attendance with the facilitator and enter all EMHware contacts, and workload entries for the group.

- When entering the attendance, if EMHware notifies you that a peer is not currently receiving services please update their program history to Receiving Services.

Enter zoom poll data

Appendix C: Participant Guide

Support House's Agency Values

Person directed supports: We put people first.

Connection & engagement: We start conversations, build and maintain relationships, and are reflexive and responsive in our practice.

Health & Wellness: We focus on practices that inspire our culture.

Centre Group Values

As a community, we are grounded in our values. These values create a safe and inclusive environment for us to gather and share our journey. Our community values the following:

Integrity, Authenticity & Trust

- We will be respectful of each other's privacy.
- Support House staff will only break confidentiality if someone expresses that they are at risk of serious harm to themselves or others; or if a child under the age of 16 is at risk of being harmed.

Dignity, Respect & Social Inclusion

- We will support an environment that is free from stigma, prejudice and discrimination.

Empathetic & Equal Relationships

- We will be open-minded to each other's journey and experiences.
- We will share our time together equitably so that there is space for all to share.

Lifelong Learning & Personal Growth

- We recognize that differences of opinion are an opportunity to hold space for each other without judgment.

Health & Wellness

- In support of each other's wellness, we will share the **impact** of the traumatic experiences we have been through rather than the details of the experience itself.

Self Determination

- Everyone is invited to speak and share as they are comfortable. Silence is OK and we have the right to 'pass' if we would prefer to just listen.

In collectively upholding these values, we create a space of Hope & Recovery for everyone here today.

What I Need to Know About Virtual Groups

- **Please make sure you are in a space that is private, where we can share without others hearing or seeing the group from our device.**
- If someone you know would like to attend our Self-Help groups, please **do not share the password.** We invite them to contact us and complete their registration so they can join group.
- Groups start on time. To access our groups, please arrive on time. Our Self-Help Groups are locked five minutes after the designated start time, after which you will not have access to that session. This is to support the safety of the space.
- Please attend our virtual groups in a way that is similar to how you would attend an in-person group. Consider your attire and conduct, including not having anything that looks like a substance (i.e. cigarettes, alcohol, drugs) in view of others or behaving in a way that is distracting (i.e. taking phone calls, etc.). When needed you are welcome to turn off your camera.
- Please know that if you join our groups by telephone, your telephone number will be visible to group participants, the group facilitators will change your phone number to your name once you are in the group space.
- Remember that the space behind us is on camera and visible to the group.
- The Team will mute participants to prevent background noise/feedback so that we can all hear each other. You can unmute yourself to share at any time. If you are calling in, you can unmute yourself by dialling *6
- The Facilitator will not respond to chat messages, they are focused on the group discussion. If you are having tech challenges, the host will be available to support you through these challenges at the beginning of group. If you need additional support while in group, the host will post a resource list in the chat at the beginning of group, please utilize these supports.
- Sometimes the internet drops its signal, meaning that the meeting could end abruptly or one of the staff or participants could suddenly disappear. If this happens, please close your Zoom window and follow the initial steps you followed to re-join the meeting.
- At the end of the group, we will post a link to a survey or launch a poll to collect feedback on your experience. It is completely anonymous and used to inform the future of our programming.

Intention of our Groups

Self Help – Our self-help groups provide a safe, non-judgmental space for supportive conversations about our individual wellness journeys. Together we explore the impacts of mental health and/or substance use challenges on our lives and share resources, tools and strategies that have been of support.

Social Connections - Our social connections groups are focused on building community and relationships through safe spaces to have light-hearted, fun, exploratory conversations, share creative experiences and play games.

How to Connect to Virtual Groups

How Do I Set Up Zoom?

To start using Zoom on your desktop computer, laptop, tablet, iPad or phone, you will first need to download the free Zoom application. (A Zoom account is not required to access our meetings)

For the iOS app:

<https://apps.apple.com/us/app/id546505307>

For the Android App:

<https://play.google.com/store/apps/details?id=us.zoom.videomeetings>

For PC:

<https://zoom.us/support/download>

Okay, I Have the App... Now What?

Joining is easy! Here are some tutorials:

How to Join a Zoom Meeting:

For PC:

https://www.youtube.com/embed/hIkCmbvAHQQ?rel=0&autoplay=1&cc_load_policy=1

Navigation of Zoom on a cell phone will look slightly different than navigation of Zoom on a computer. **Here is a tutorial for using Zoom on your phone/iPad:**

<https://support.zoom.us/hc/en-us/articles/201362993-Getting-Started-with-iOS>

Technical Troubleshooting

What do I need? (System requirements)

<https://support.zoom.us/hc/en-us/articles/201362023-System-Requirements-for-PC-Mac-and-Linux>

Ensuring your webcam permissions are activated:

<https://support.zoom.us/hc/en-us/articles/201362313-How-Do-I-Test-My-Video->

Testing and using your microphone. Turning on and off microphone and video:

https://www.youtube.com/watch?time_continue=7&v=-s76QHshQnY&feature=emb_logo

You can also use a phone to act as a speaker/mic once in the meeting, if your device does not have this function.

How To Use a Phone to Dial In:

- If you have access to the internet you can navigate to our website and find the group you wish to join. From the numbers listed, dial the number with the area code closest to you (the numbers are listed below for your convenience). If you do not have access to the internet, please contact one of our Peer Support Navigators at 1-833-845-WELL (9355), ext. 390 Mon-Fri 8:30am – 4:30pm and they will help connect you with groups via phone.
- You will be prompted to enter the Meeting ID and then click #, the Meeting ID is also on the website. You then will be prompted to enter a personal ID, you do not need to do so, simply click #
- In our peer-led Self-Help groups you will then be asked to enter the password and then click #, this is in your Welcome Letter. (This does not apply in our Social Connections groups)
- You will then enter the waiting room for the group, the facilitation team will let you in shortly.

Canadian Zoom phone numbers to join groups by phone:

1 438 809 7799 Canada
1 587 328 1099 Canada
1 647 374 4685 Canada
1 647 558 0588 Canada
1 778 907 2071 Canada
1 204 272 7920 Canada

Please [visit the Zoom website](#) for more information on how to dial in by phone.

Our staff are happy to support you through testing technology in a one-to-one setting before group if you would find it helpful. To schedule a time to meet with us please contact our Peer Support Navigators at 1-833-845-WELL (9355), ext. 390 or email us at centreinfo@supporthouse.ca

Appendix D: Welcome Letter

Welcome to the Centre

Thank you for completing your membership registration, your community awaits!

All of our programming is peer-developed and peer-led. As a team we are grounded in the values of peer support. Knowing there is an increased need for services right now we are continuing to create new programming, please visit the website for the latest updates!

The password for our Virtual Self-Help Groups is _____. Please do not share, post or distribute. Our virtual waiting room opens 15 minutes before the session and the groups will start on time. To preserve the safety of our group space, we will be using a Zoom feature to “lock” all groups after they have begun.



Our Core Values

Hope & Recovery

Empathetic & Equal Relationships

Integrity, Authenticity & Trust

Lifelong Learning & Personal Growth

Self-Determination

Dignity, Respect & Social Inclusion

Health & Wellness

As a Member You Have Access to All of Our Services

Peer Navigation

Virtual Self-Help Groups

Peer Warm Line

Drop-In Social Connections

* Use Ctrl + Click on any of the above programs to be connected to our website*

Appendix E: Data Collection (1)

Psycho-Social – Social Connections

Step 1 – Zoom Poll

1. The virtual space provided me with access to supports I would not otherwise have had at this time (Multiple choice)

Strongly agree

Somewhat agree

Neither agree or disagree

Somewhat disagree

Strongly disagree

2. I was comfortable in the virtual space today

Strongly agree

Somewhat agree

Neither agree or disagree

Somewhat disagree

Strongly disagree

3. I will return again for virtual Social Connections support (Multiple choice)

Strongly agree

Somewhat agree

Neither agree or disagree

Somewhat disagree

Strongly disagree

Step 2 – Survey Monkey

Social Connections poll results

1. Social Connections group name:

2. Date and time of group

Date / Time

Date: Time: AM/PM:

3. Facilitator name

4. Host name

5. Total participants in attendance

Please use this form to fill in the number of entrants in each of the topics below

6. The virtual space provided me access to supports I would not otherwise have had at this time

Strongly agree

Somewhat agree

Neither agree or disagree

Somewhat disagree

Strongly disagree

7. I was comfortable in the virtual space today

Strongly agree

Somewhat agree

Neither agree or disagree

Somewhat disagree

Strongly disagree

8. I will return again for virtual social connection support

Strongly agree

Somewhat agree

Neither agree or disagree

Somewhat disagree

Strongly disagree

Appendix E: Data Collection (2)

Psycho-Educational – Self-Help

The Centre for Innovation in Peer Support values your feedback and is committed to ensuring that your answers are kept anonymous. Your participation in this survey allows us to use your voice along with the voices of other peers to develop and improve our programming. Thank you for participating!

1. Session Date

Date / Time

Date

2. Session type (Social Connections/Self-Help)

3. Session Name

4. Session Location

5. Considering the statements below, how would you rate today's session?

	Strongly agree	Agree	Neither agree or disagree	Disagree	Strongly disagree	N/A
The handouts were useful	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The videos were useful	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Self-directing my learning was appealing to me	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

6. Considering the statements below, how would you rate today's session?

	Strongly agree	Agree	Neither agree or disagree	Disagree	Strongly disagree
My understanding of the content has increased	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I will apply what I learned today in my practice	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The session provided me with opportunities to practice my skills	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The session was effectively presented	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
An appropriate amount of time was provided for discussion and questions	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

7. Were there specific things that you liked about the session? Please tell us:

8. Are there some things that would have improved the session? Please tell us:

9. What other topics would be of interest to you? Please tell us:

Appendix F: Quick Print Key Considerations

Our Guiding Questions

- How do we stay consistent?
- How do we ensure privacy?
- How do we stay true to our values?
- What do we need to change?
- How do we operate as a team?
- What services do we want to move virtual?

Technology

- What platform do we use? Do we use different platforms for different services?
- What do we need to know about these platforms? Ex. Security, cost, how many accounts etc.
- What are our agency needs in a platform regarding policy, procedure, security and privacy, ethics and values? Ex. Security, cost, how many accounts etc.
- Is the platform user friendly?
- Does staff have the hardware to move virtual? Computer/laptop, Webcams, Wifi, microphones

Privacy & Security

- What security concerns do we have?
- What experts or resources are available for us to consult with? The Centre, privacy officers, privacy lawyers, etc.
- What policies, procedures and processes need to change/be created to support virtual service delivery?
- Will we have different security protocols for different services? Ex. Social rec group vs. curriculum-based groups, vs. one-to-one supports
- How do we transparently share the limitations of confidentiality when using a virtual space? Ex. Forms, in group, etc.
- How are we gaining informed consent? Ex. Verbal, written, email, documents
- What are the legal implications of these consent processes?
- What are we going to do if someone cannot give consent using our current process? Ex. PDF errors, lack of technology needed, etc

Participant Experience

- How will we support accessing technology?
- How will we support technology/platform related challenges in groups?
- What are we offering individuals who cannot access online technology? Ex. Care packages, warm lines, phone services etc.
- How are we promoting virtual services?
- How are we able to support concerns from the community about virtual service? Ex. Comfort, confidentiality, etc
- How do we ensure we are meeting the need of our participants? Ex. Listening to informal feedback, formal data collection, etc

Staff Involvement & Process

- What does our staff team need to facilitate virtual groups?
- How will we communicate changes to our entire team?
- What resources does the team need to be successful?
- What training and orientation is needed?
- How will we offer supervision and support regarding changes?
- How will we support employee wellness through changes? (pace, expectations, policies, group activities, check- ins etc)
- Who on our staff team can support the different parts of the process? Consider strengths and capacity Ex. Administration processes, technology and program development
- What is the capacity of our team to support changes needed? Who can be “redeployed” differently? Or who has been redeployed elsewhere (pandemic specific)?
- What unique skillsets does our team possess that we can draw on? Ex. Certifications, Area of Specialities, Skills, etc
- How will we “roll out” our new programming? All at once? Soft Launch?
- Do you have the capacity to back-up groups if a staff person is sick/ on vacation?

Data Collection & Evaluation

- What data does our organization collect for reporting purposes?
- What data do we collect for quality improvement and evaluation of our services?
- What protocols does your organization have in place to secure data when in program polling technology is used?
- Will we create evaluation pathways for new virtual services?
- How will we collect the chosen data? In session, virtual survey platforms, phone etc.
- How can our chosen platform support this process? Ex. Zoom polls
- How will we use the data we collect?

Appendix G: Centre Zoom Training and how to use Zoom Features

We recommend signing into your web portal and reviewing your account settings to learn more about the features and options available to your organization.

Zoom Settings: <https://support.zoom.us/hc/en-us/articles/201363253-Account-settings>

Zoom Youtube playlist, featuring short videos on various features:

https://www.youtube.com/playlist?list=PLKpRxBfeD1kEM_I1IId3N_XI77fKDzSXe

Zoom hosts daily trainings on how to use the platform: <https://support.zoom.us/hc/en-us/articles/360029527911>

Feature	Setting Options – Our observations * = manage in account portal settings	How we use it
Scheduling Zoom meetings	<ul style="list-style-type: none"> Start a meeting and invite someone (find in participant box) or schedule meetings in advance - Meetings can be recurring Tip: easy to see all meetings in web portal meetings page Tip: With extensions you can create zoom meetings from your calendar directly Meetings can include computer and/or phone options Choose country for relevant phone numbers You can create meeting templates to ensure consistency https://www.youtube.com/watch?v=XhZW3iyXV9U 	<ul style="list-style-type: none"> We use the web portal to schedule all of our meetings and have created meeting templates to ensure consistency in set up
Password Protected Meeting	<ul style="list-style-type: none"> Meetings are password protected by default, however requirements for passwords can be disabled and managed in web portal settings* https://www.youtube.com/watch?v=fhZk1tUtto8&list=PLKpRxBfeD1kEM_I1IId3N_XI77fKDzSXe&index=37 	<ul style="list-style-type: none"> We use password protected rooms for our Self-Help closed groups We do not use passwords in our social connection groups
Security Icon In meeting control	<ul style="list-style-type: none"> Lock room feature - Once a meeting is locked anyone trying to join will be notified the room is locked and they cannot join Enable waiting room (see below) Enable/ Disable participants' ability to share, chat or rename themselves (see below) <ul style="list-style-type: none"> https://www.youtube.com/watch?v=6JbDfXIEIT0&list=PLKpRxBfeD1kEM_I1IId3N_XI77fKDzSXe&index=39 	<ul style="list-style-type: none"> Our Self-help groups are locked after 10 minutes We will use the lock feature if there has been an incident in our Social Connections groups to ensure additional comfort for that session

Waiting Room	<ul style="list-style-type: none"> • Control when participants enter the meeting • Send participants back to the waiting room • Send a message to the waiting room • Customize a welcome message with a meeting title, logo and description* • Enable through: Account portal, scheduling a meeting, in meeting security icon • https://www.youtube.com/watch?v=ySas2Rgi6yA&list=PLKpRxBfeD1kEM_I1Ild3N_XI77fKDzSXe&index=35 	<ul style="list-style-type: none"> • We use the waiting room message in the waiting room as an additional part of our privacy and consent process • We use the waiting room to monitor who is entering the space • If there is a concern, facilitators/host can send a participant back to the waiting room and then invite the participant to call the facilitator for feedback to rejoin the group
Chat Box	<ul style="list-style-type: none"> • Manage who can chat with who in the meeting- click “...” in chat box or manage in web portal settings* • Upload and share files to the chat box for easy download • The chat can automatically save to your account* • Prevent participants from saving or copying chat* • Disable chat, file sharing etc. (security icon and web portal settings*) • https://www.youtube.com/watch?v=DkuY4nedWbo&list=PLKpRxBfeD1kEM_I1Ild3N_XI77fKDzSXe&index=33 	<ul style="list-style-type: none"> • We set chat to host only – allowing participants to • We use chat for one to one conversations, tech support and notifications between staff • We disable any saving and copying • We share flyers and resources through file uploads
Managing Participants	<ul style="list-style-type: none"> • Manage participant names, camera, microphone etc. (click“...” in video tile or participant name in participant box) • Invite participants to the meeting • Remove participants (removed participants can be allowed to rejoin or not allowed to rejoin the meeting*) 	<ul style="list-style-type: none"> • We rename phone participants or assist people in changing their names if they wish to do so • If there is a concern in a group, a camera can be shut off right away
Audio and Phone	<ul style="list-style-type: none"> • Meetings can be set to allow phone call participation – manage while scheduling meeting or in web-portal settings* • Participants can join with a combination of phone (as microphone and speaker) and computer (visual) 	<ul style="list-style-type: none"> • We allow people to self-determine the ways in which they are comfortable attending and offer all options if there are identified technology barriers
Screen Sharing	<ul style="list-style-type: none"> • You can allow participants to share or only host (Click the “^” next to screen share icon or manage in web portal settings*) • You can share: <ul style="list-style-type: none"> • your entire screen, a program window (no one will see anything else on your screen), a portion of your screen (customizable) • a white board • videos (click optimize for video), • just sound ex. Music 	<ul style="list-style-type: none"> • We set this to “Host Only” • We use this to share materials and game screens during groups and meetings

	<ul style="list-style-type: none"> • Any visual being shared is outlined in green • https://www.youtube.com/watch?v=YA6SGQIVmcA&list=PLKpRxBfeD1kEM_I1lId3N_XI77fKDzSxe&index=9 	
White board and Annotation	<ul style="list-style-type: none"> • Whiteboard shares a blank screen with annotation tools • Annotation allows you to draw, stamp symbols, and type over any screen being shared • Annotation can be disabled, available to host only or to all participants • https://www.youtube.com/watch?v=QGQkAsKtriU 	<ul style="list-style-type: none"> • We use this for games
Polls	<ul style="list-style-type: none"> • Can be created in advance or during meeting • Results save as a report in the reports section of the web portal • Video: https://www.youtube.com/watch?v=erz4xtQHoVs 	<ul style="list-style-type: none"> • Quick data collection for our social connection groups - other groups are directed to a survey on survey monkey for more robust feedback • We manually input the data into survey monkey
Breakout Rooms	<ul style="list-style-type: none"> • Host can automatically or manually assign participants to smaller meetings/groups • Breakout rooms can be created during scheduling of the meeting or within the meeting • Variety of settings available in meeting click “options” while setting up the breakout rooms • Video: https://www.youtube.com/watch?v=jbPpdyn16sY 	<ul style="list-style-type: none"> • We use breakout rooms for small group discussions/games in staff meetings, communities of practice and are will be piloting using them in our direct service groups • We are piloting the use of breakout rooms one to one conversations
Recording	<ul style="list-style-type: none"> • Meetings can be recorded using in meeting record icon • Manage settings in web portal settings, access recordings in the web portal recordings • If a meeting is recorded, participants are notified in the meeting <p>https://www.youtube.com/watch?v=IZHSAMd89JE&list=PLKpRxBfeD1kEM_I1lId3N_XI77fKDzSxe&index=15</p>	<ul style="list-style-type: none"> • We have disabled recording* • We do not record groups and ensure this information is shared with participants • Please note: you cannot guarantee other people are not recording meetings using third party applications

Appendix H: Additional Virtual Service Delivery Resources & Platforms

Additional Virtual Service Delivery Resources

We have included these additional resources for your consideration, although they are not exclusive to peer support, they offer insights into what healthcare and social services professional organizations have considered.

Guidelines for Uses of Technology in Counselling and Psychotherapy, Canadian Counselling and Psychotherapy https://www.ccpa-accp.ca/wp-content/uploads/2019/04/TISCGuidelines_Mar2019_EN.pdf

Member Resources: Considerations for Electronic and Digital Counselling, Ontario Association of Social Workers

<https://occcco.files.wordpress.com/2020/03/member-resources-considerations-for-electronic-and-digital-counselling.pdf>

Electronic Practice Professional Practice Guideline, College of Registered Psychotherapists of Ontario

<https://www.crho.ca/wp-content/uploads/2019/03/FINAL-Electronic-Practice-Guideline-approved-01MAR2019.pdf>

Toolkit for E-Mental Health Implementation, Mental Health Commission of Canada

https://www.mentalhealthcommission.ca/sites/default/files/2018-09/E_Mental_Health_Implementation_Toolkit_2018_eng.pdf

Popular Virtual Service Platforms

Ontario Telehealth Network (OTN)	https://otn.ca/
Go To Meeting	https://www.gotomeeting.com/en-ca/meeting/healthcare
Microsoft Teams	https://www.microsoft.com/en-ca/microsoft-365/microsoft-teams/group-chat-software https://techcommunity.microsoft.com/t5/microsoft-teams-blog/new-capabilities-to-empower-healthcare-organizations/ba-p/1217115
Google Hangouts - Healthcare	https://gsuite.google.com/industries/healthcare/
Adobe Connect	https://www.adobe.com/products/adobeconnect.html
Skype for Business	https://www.skype.com/en/business/ https://www.microsoft.com/en-us/microsoft-365/blog/2017/02/16/new-virtual-health-templates-extend-skype-for-business-as-platform-for-developers/
Cisco Webex	https://www.webex.com/ https://www.cisco.com/c/en/us/about/trust-center/webex.html#%7Edata-protection-and-privacy

Appendix I: Quality Improvement Resources Health Quality Ontario (Ontario Health)

Health Quality Ontario (Ontario Health)

<https://hqontario.ca/Quality-Improvement>

HQO (Ontario Health) Quality Improvement Framework.

<http://www.hqontario.ca/Portals/0/documents/bp/bp-webinar1-presentation-intro-en.pdf>

Quality Improvement Guide. (2012).

<http://www.hqontario.ca/portals/0/Documents/qi/qi-quality-improve-guide-2012-en.pdf>

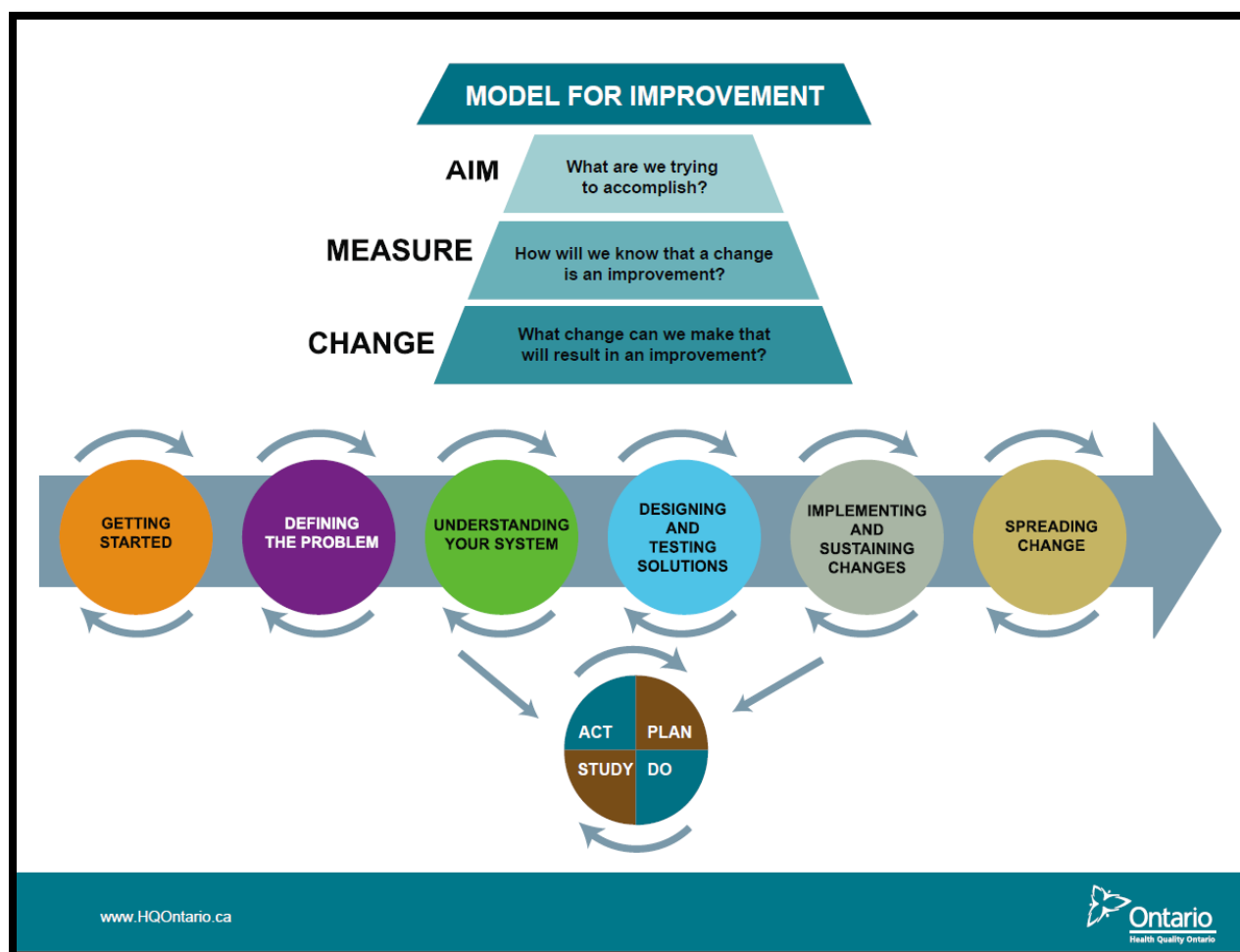


Image Source: HQO Quality Improvement Framework. Health Quality Ontario. [slideshow] retrieved from: <http://www.hqontario.ca/Portals/0/documents/bp/bp-webinar1-presentation-intro-en.pdf>

ADDITIONAL RESOURCES TO EXPLORE

Centre for Innovation in Peer Support's Provincial Systems Virtual Learning Centre & Resource Hub for Peer Supporters & Organizations

Support House's Centre for Innovation in Peer Support's full programming is offered through our Virtual Learning Centre & Resource Hub which supports the most current, best practices in Peer Support.

Through our Virtual Learning Centre, we offer trainings, consultation, our Peer Professional Development Webinar Series, and provincial communities of practice. Our Resource Hub is home to our educational toolkits, documents and videos. These offerings support the practice and implementation of Peer Support within Ontario.

Products on our Resource Hub:

- ***Group Facilitation*** handout

[CLICK HERE TO VISIT OUR VIRTUAL LEARNING CENTRE & RESOURCE HUB](#)

[CLICK HERE TO VISIT OUR YOUTUBE CHANNEL](#)



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