

Archway Station Short Takes February 2019

Check out Short Takes on the web @ <http://archwaystation.net>
*select "Resources/links" then "Archway Station Short Takes"

Archway Station
Wellness &
Recovery Center
121 Memorial
Avenue
Cumberland, MD
21502
301-724-2582
Ext. 5118
Website-<http://archwaystation.net>

Special Points of Interest:

Drivers
Available

Vote for your
Favorite Worker

Resource
Information

Inside this Issue:

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Recovery Center
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Games & Puzzles

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Procedure

February is American Heart Month

Adapted from: <https://healthfinder.gov/NHO/FebruaryToolkit.aspx>

Heart disease is the leading cause of death for men and women in the United States. Every year, one in four deaths are caused by heart disease.

The good news? Heart disease can often be prevented when people make healthy choices and manage their health conditions. Communities, health professionals, and families can work together to create opportunities for people to make healthier choices.

Make a difference in your community: Spread the word about strategies for preventing heart disease and encourage people to live heart healthy lives.

How can American Heart Month make a difference?

We can use this month to raise awareness about heart disease and how people can prevent it — both at home and in the community.

Here are just a few ideas:

- * Encourage families to make small changes, like using spices to season their food instead of salt.
- * Motivate teachers and administrators to make physical activity a part of the school day. This can help students start good habits early.
- * Ask doctors and nurses to be leaders in their communities by speaking out about ways to prevent heart disease.

How can I help spread the word?

We've made it easier for you to make a difference. Here are a few ideas to help you take action today:

- * Add information about living a heart healthy lifestyle to your newsletter.
- * Host a community event where families can be active while learning about local health resources.
- * Take action: Be the cure! Join the American Heart Association's national movement to support healthier communities and healthier lives.

Archway Station, Inc.

Person-Centered Planning Philosophy

Archway believes in and uses the philosophy and approaches of person-centered planning. One critical way to show respect for each person's individuality is through the use of person-centered planning which focuses on first, understanding the person and then, helping the person use effective decision-making skills to guide their journey of recovery.

RECOGNITION DAY

Join us on Wednesday, February 27th, at the Wellness & Recovery Center to celebrate Recognition Day. Recognition Day takes place at the beginning of the day. Participants receive and give positive feedback for successes throughout the month, little successes and big ones too! You can get an “A” for effort! We talk about the importance of goal setting and working towards a positive outcome. This is a good time to practice speaking in front of others in the group, by sharing your personal insights, feelings and thoughts. There are a few awards, too.




HAPPY BIRTHDAY!

Afterwards, we have a nice meal and dessert to celebrate any birthdays in the current month. Many thanks go out to Clara, Cindy, and the kitchen volunteers. We then head out into the community for a fun activity. If you are celebrating a birthday, please join us. Even if you can't make it in for the Recognition Group, please come for the meal and birthday celebration. We hope you join in the fun celebration!

February 2019

W&R Center **ACTIVITY** Schedule

Time	Monday	Tuesday	Wednesday	Thursday	Friday
9:30-11:00 ----- 11:00-11:45 ----- 11:45-1:00					1 AM Circle & Short Takes Review ----- Lunch ----- PM Circle & Recreational Activity – You Choose
9:30-11:00 ----- 11:00-11:45 ----- 11:45-1:00	4 AM Circle & Personal Best Healthlines ----- Lunch ----- PM Circle & Recreational Activity – You Choose	5 Community Integration — Participate in a community activity of your choice. Meet W&R staff at the Frederick St. bus stop @ 12pm to pick up your ordered packed lunch.	6 AM Circle & Men & Women's Group ----- Lunch ----- PM Circle & Name that Tune	7 Community Integration — Meet at the Frederick St. bus stop @ 9am to choose a community activity to participate in. Return there @ 12pm to pick up your packed lunch.	8 AM Circle & Words and Actions Hurt ----- Lunch ----- PM Circle & Recreational Activity – You Choose
9:30-11:00 ----- 11:00-11:45 ----- 11:45-1:00	11 AM Circle Armchair Travel & Monthly Progress Review ----- Lunch ----- PM Circle, Progress Review & Rec. Activity – You Choose	12 Community Integration — Participate in a community activity of your choice. Meet W&R staff at the Frederick St. bus stop @ 12pm to pick up your ordered packed lunch.	13 AM Circle, Budgeting w/ Lisa & Monthly Progress Review ----- Lunch ----- PM Circle, Progress Review & Rec. Activity – You Choose	14 Community Integration — Meet at the Frederick St. bus stop @ 9am to choose a community activity to participate in. Return there @ 12pm to pick up your packed lunch.	15 AM Circle, Movie & Monthly Progress Review ----- Lunch ----- PM Circle, Movie Continued, Progress Review & Rec. Activity – You Choose







9:30-11:00	18 AM Circle & Current Events	19 Community Integration — Participate in a community activity of your choice. Meet W&R staff at the Frederick St. bus stop @ 12pm to pick up your ordered packed lunch.	20 AM Circle & Emergency Drill	21 Community Integration — Meet at the Frederick St. bus stop @ 9am to choose a community activity to participate in. Return there @ 12pm to pick up your packed lunch.	22 AM Circle & HIG? Meeting
11:00-11:45	Lunch		Lunch		Lunch
11:45-1:00	PM Circle & Recreational Activity – You Choose		PM Circle & Recreational Activity – You Choose		PM Circle & Charades
9:30-11:00	25 AM Circle & How to Deal with Change	26 Community Integration — Participate in a community activity of your choice. Meet W&R staff at the Frederick St. bus stop @ 12pm to pick up your ordered packed lunch.	27 AM Circle & Recognition Day	28 Community Integration — Meet at the Frederick St. bus stop @ 9am to choose a community activity to participate in. Return there @ 12pm to pick up your packed lunch.	
11:00-11:45	Lunch		Lunch		
11:45-1:00	PM Circle & Recreational Activity – You Choose		Bowling @ White Oak Lanes		

COMMUNITY VOLUNTEER SCHEDULE

	Monday	Tuesday	Wednesday	Thursday	Friday
MORNING SCHEDULE					Food Bank Cleaning 9:30am-11am
11:00 – 11:45	LUNCH	PACKED LUNCH	LUNCH	PACKED LUNCH	LUNCH
AFTERNOON SCHEDULE	Recycling as needed 11:45am-1:15pm				
FOOD BOX DELIVERY ONE MONDAY & FRIDAY PER MONTH	2/4/19 FOOD BOX HOME DELIVERY IF NEEDED 11:45am-1:15pm				2/8/19 FOOD BOX HOME DELIVERY 11:45am-1:15pm

February 2019 - COMMUNITY ACTIVITIES

Earn 4 Recovery Points the week before at the W&R Center and then you can pick a community activity you want to join the following week.

DAY/DATE	ACTIVITY	
	Morning 9:30-11am	Afternoon 11:45-1pm
Wednesday, 6th 4 Recovery Points!	Allegany County Library 	Shopping at Braddock Square 
Wednesday, 13th 4 Recovery Points!	N/A MONTHLY PROGRESS REVIEW	
Wednesday, 20th 4 Recovery Points!	Allegany County Library 	YMCA – You Choose 
Wednesday, 27th 4 Recovery Points!	Shopping at LaVale Plaza 	Recognition Day Bowling @ White Oak Lanes 

Wellness & Recovery Center

Lunch M-W-F (11am-11:45am)

T & Th. Packed lunches will be delivered to Rose's @ 12pm if ordered by 10am each day

(All meals served with bread, milk & salad bar on M-W-F)

FEBRUARY 2019

Mon	Tue	Wed	Thur	Fri
				1 Stuffed Shells Spinach Oranges
4 Cheeseburger Ranch Potatoes Cantaloupe	5 Ham Sandwich Cherry Tomatoes Blackberries	6 BBQ Beef Broccoli Jell-O w/ Fruit	7 Buffalo Chicken Sandwich Chickpeas Clementine	8 Crab Cake Cole Slaw Honeydew
11 Hot Roast Beef Carrots Applesauce	12 Chicken Salad Sandwich Green Peppers Cherries	13 Chili Salad Watermelon	14 Hoagie 3 - Bean Salad Raspberries	15 Fish Sandwich Butter Beans Banana
18 Sausage Sub Peppers & Onions Plum	19 Cold Meatloaf Sandwich Asian Salad Peaches	20 Creamed Chicken Over Biscuit Peas Baked Apples	21 Roast Beef Sandwich Cauliflower Raisins	22 Tomato Soup Grilled Cheese Blueberries
25 Taco Salad Black Beans Apricots	26 Bologna Sandwich Tomato Salad Strawberries	27 Turkey Mashed Potatoes Grapes	28 BBQ Chicken Sandwich Celery Apple	

Wellness & Recovery Center
Morning Snack (9:00am-9:30am)
FEBRUARY 2019

Mon	Tue	Wed	Thu	Fri
				1 Hard-Boiled Egg Milk
4 Toast Pears	5 NA	6 Chex Mix Apple Slices	7 NA	8 Waffle Milk
11 Pancake Milk	12 NA	13 Bagel Fruit Cocktail	14 NA	15 Cheese Stick Grapes
18 Cottage Cheese Pineapple	19 NA	20 English Muffin Orange Juice	21 NA	22 Cereal Milk
25 French Toast Tropical Fruit	26 NA	27 Yogurt Raspberries	28 NA	

ADVISORY COMMITTEE MEMBERS NEEDED!



Archway's Advisory Board Committee (ABC) made up of people who use our services, has openings and we need YOU!! Standard agenda items through the year include:

- Review of complaints received
- Review of surveys
- Health and Safety review and audit
- Strategic Planning
- Financial review
- Hiring review
- Accessibility issues
- HIG action items

The ABC meets 5x a year, the opposite month (Feb, April, August, October, and December) of regular meetings of the Board of Directors.

If you are interested, tear out this page, fill in the back, and forward to Jeannie at the 45 Queen Street office. Jeannie will be in touch if we choose you. We choose a committee that best represents the people we serve.

Yes, I am interested in being a member of Archway's Advisory Board Committee. I commit to attending all of the scheduled meetings.

Name: _____

Address: _____

Phone: _____

Email: _____



Please send to Jeannie at 45 Queen!!

DRIVERS AVAILABLE



dreamstime.com

List of Driver's

- 1. Darwin Moore 202-674-1342**
- 2. Michael Wallace 240-522-6996** (will also do in town)

From time to time people have out-of-town appointments, and they need a ride. We are making a list of people who would be interested in providing rides for a fee. If you are interested in having your name added to this list, please call Sue at the W&R Center @ 301-724-2582 Ext. 5105.

Vote for Your Favorite Worker!

At a How's It Going? meeting, it was suggested that people have the chance to recognize workers who they think are doing a great job. So, here's your chance!

If you think someone is really great, tell us why. Fill out this form and send it to Sue Pyles at the Wellness and Recovery Center by 2/20. Sue will bring all the forms to February HIG? Meeting. The group will then review and pick one staff person to be recognized for their great work.

Please pick someone who has not won in the past year.

Here's who has won:

Lori Jordon , Brett Shaffer, Tiona Rice & Amber Barncord

Person's name _____

Why I think this person
is doing a great job:

Submitted by: _____

Sweet Potato Chili



Ingredients:

- 6 cloves of garlic, peeled
- 1 tbsp. vegetable oil (halved)
- 1 tsp cumin seeds
- 3 tbsp. tomato puree mixed with 125ml (4floz) water
- 2 X 13oz cans chickpeas, drained and rinsed
- 3 medium sweet potatoes, 3/4 in. diced
- 3 green chilies deseeded and sliced
- 1 tsp ground cumin
- 1 tbsp. lemon juice
- Large pinch cayenne pepper
- 13fl oz. vegetable stock or water
- Coriander leaves to garnish
- Flat bread or crackers to serve

Directions:

- 1) Grind the garlic and mix in half of the vegetable oil. Heat the remaining oil in a saucepan over a medium heat and add the cumin seeds and garlic paste. Fry, stirring continuously for 2 mins. Add the tomato puree/water mixture, the drained and rinsed chickpeas, sweet potatoes, green chilies, ground cumin, lemon juice, cayenne and vegetable stock; bring to a boil.
- 2) Simmer (covered) very gently over a low heat for 15-20 mins, or until sweet potatoes are tender. Season to taste with salt and freshly ground black pepper and garnish with coriander. Serve with flat bread or choice of crackers.

January Trivia Answers

- 1) Named by the Romans, the month of January was named after the Roman god Janus. Janus is the god of?
a) Beginnings
b) Resolutions
c) Celebrations
d) War
- 2) The Internet's Domain name system was created in January of what year?
a) 1985
b) 1975
c) 1995
d) 2005
- 3) The birthstone for January is the?
a) Ruby
b) Garnet
c) Diamond
d) Emerald
- 4) In Australia, Australia Day is celebrated on?
a) January 14
b) January 7
c) January 26
d) January 30
- 5) What is the British flower for the month of January?
a) Rose
b) Poppy
c) Carnation
d) Lily of the Valley
- 6) What is the American flower for the month of January?
a) Daisy
b) Snowdrop
c) Morning Glory
d) Honeysuckle
- 7) Which of the following American presidents was born in January?
a) Bill Clinton
b) Richard Nixon
c) Ronald Reagan
d) Barack Obama
- 8) In January of what year did, the euro banknotes and coins enter circulation?
a) 2004
b) 2002
c) 2000
d) 2006

February Trivia

- 1) February was called Solmonath by the Anglo-Saxons. What does this mean?
 - a) New Year
 - b) New beginning
 - c) Mud month
 - d) Winter end
- 2) What is the birthstone for February?
 - a) Sapphire
 - b) Emerald
 - c) Amethyst
 - d) Ruby
- 3) If you were born on the 6th of February, what would your zodiac sign be?
 - a) Taurus
 - b) Aquarius
 - c) Cancer
 - d) Leo
- 4) What is the flower for the month of February?
 - a) Violet
 - b) Gardenia
 - c) Lilly
 - d) Sunflower
- 5) Which Awards show normally occurs at the end of February?
 - a) Tony awards
 - b) Grammy awards
 - c) Academy awards
 - d) Golden globes
- 6) Which fruit is recognized in the month of February?
 - a) Banana
 - b) Apple
 - c) Strawberry
 - d) Blueberry
- 7) Which legendary character is recognized on the 12th of February?
 - a) Paul Bunyan
 - b) Peter Parker
 - c) Johnny Appleseed
 - d) William Tell
- 8) Which dessert is celebrated from the 6th to the 12th of February?
 - a) Bread pudding
 - b) Cake
 - c) Jell-O
 - d) Ice cream

January Word Scramble Answers

- | | |
|-----------------|--------------------|
| 1. bzzlrda | <u>blizzard</u> |
| 2. blstryei | <u>blistery</u> |
| 3. rmffseau | <u>earmuffs</u> |
| 4. ggnrbrdeesai | <u>gingerbread</u> |
| 5. frzngiee | <u>freezing</u> |
| 6. mttnsie | <u>mittens</u> |
| 7. ccliie | <u>icicle</u> |
| 8. snwflkoae | <u>snowflake</u> |
| 9. snwblloa | <u>snowball</u> |
| 10. snwmnoa | <u>snowman</u> |

February Word Scramble

1. ccltehooae

2. vlnntae*ei*

3. swtthre*ee*ea

4. fbrryeau

5. lvoebrds*i*

6. frndie

7. scrtee

8. pnki

9. rsoe

10. rde



VALENTINE'S DAY WORD SEARCH



V W A D F A U A W V B A N K S A M H A R
A B F O A H S I K A F U A F E T A K E A
L O V E L E A Q O W I A H C S A I O A E
E X A L B A T A H O A E N A S D E A U L
N I T A E R A Z H A H A O F I M A Q M A
T O Y A O E U V A T M D A V K N I N A K
I A H P O D P A A O E S G H S H D X K L
N A V O E Y R D R D G A F E D I E U R V
E B H H D C E V S Y D G H H E A R T S R
T U F J E V C A D L A E M U N O H O K O
Y D H O N A L N N F O F E G I F T S E S
D C A Y E U O F L O W E R S D T D G H E
I U G S O A F R S W E A T H J K O I U S
P P E A J D R I N E D S A D T R L L E H
U O D H S G I E F T S K O Y E R U T I E
C A R D S H E N Y H E I K D R D A K J Q
E D T U U E D D E S G E N M I L J O P N
N I O Y G O N F T O Y J H U O D G D O E
J D V J S A W Q J K M T E C S Y J I D D
I L A E C R W E T I N R O O C H I K P I
Y P I Y E R R R O M A H R V A L G Y K T
H D B M W O D H E O C E J I M L B G D R
O X C N S W E E T H E A R T F I G E K I

ARROW

CANDY

CARDS

CHOCOLATES

CUPID

FEBRUARY

FLOWERS

FRIEND

GIFTS

HEARTS

HUGS

KISSES

LOVE

RED

ROMANCE

ROSES

SWEETHEART

VALENTINE



Archway Station's Complaint Process

Before Using the Complaint Procedure

Remember, many times things can be worked out if people just talk things out. If you really think someone's done you wrong, try to tell the person what you're feeling. It's important to do that respectfully. It's important to be open, honest, and adult-to-adult. A beginning conversation might go something like this, "When you did _____, it made me feel _____." Sometimes it helps to practice what you're going to say. Try it!

Complaint Process

- It's meant to be quick and EASY.
- No matter what you complain about, no one will hold it against you.
- Forms are posted throughout the agency.
- Ask anyone to help support you.
- The BEST way to resolve an issue is to try to talk directly with the person to work things out.
- If that's not possible, talk to your TEAM LEADER.
- The Compliance Officer will review the complaint and try to resolve things if that becomes necessary.
- If necessary, Executive Director gets INVOLVED.
- The Board's Review Committee makes FINAL decision.

*If you have any questions about this process, contact
Archway's Compliance Officer at 777-1700 Ext.2125*

Summary of Complaints February 2019

No complaints have been received since the last issue of *Short Takes*. There is nothing to report.

Archway Station's Complaint Form

Any person receiving or providing services may use this form. Follow the step-by-step process.

Your name: _____

Today's date: ____/____/____

Your complaint: _____

What you want done: _____

(use another page if necessary)

STEP 1: Talk to the person(s) directly involved with your complaint. If you can't or if you're not satisfied, talk with the person's Team Leader. TL must follow up within 2 wks.

(use another page if necessary)

Team Leader: _____ Date discussed: ____/____/____

Results of discussion: _____

(use another page if necessary)

Complaint: ____ has been resolved (end of process) _____
____ has not been resolved

Signature of person making complaint
(provide a copy to the person)

In either case, send the form to Archway's *Compliance Officer*.

STEP 2: Complaint review by the Compliance Officer.

Date received: ____/____/____ Date reviewed: ____/____/____ (**within 2 weeks**) With whom: _____

Results of Review: _____

Complaint: ____ has been resolved (end of process) _____
____ has not been resolved

Signature of person making complaint
(provide a copy to the person)

If not resolved, send form to Archway's *Executive Director*.

STEP 3: Complaint reviewed by Executive Director

Date received: ____/____/____ Date reviewed: ____/____/____ (**within 2 weeks**) With whom: _____

Results of Review: _____

Complaint: ____ has been resolved (end of process) _____
____ has not been resolved

Signature of person making complaint
(provide a copy to the person)

If complaint is not resolved, ED communicates the situation to the Board's Review Committee and follows recommendations of the Committee which are due in 2 weeks. Documentation of all complaints are kept by the Compliance Officer.

Attention!

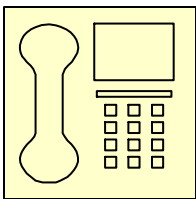
Material beyond this point doesn't change often, therefore, we will only include it quarterly.

If there is a change to any of this information in between times, we will alert you.

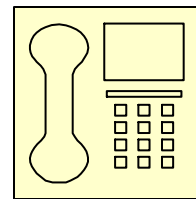
Be mindful:

If you use this information regularly, please keep this copy on hand.

Your next copy with this information included will be in the May Short Takes.



REACHING YOUR TEAM



Keep this directory handy to help you reach your team and other Archway staff

Queen Street 301-777-1700

Team 1	Press 1	BHA Residential Services	Press 6
Team 2	Press 2	Dee	Ext. 2118
Team 3	Press 3	Wendy	Ext. 2120
Referrals	Press 4	DDA	Press 7
CAYA	Press 5	Chantal	Ext. 2125

Wellness and Recovery Center 301-724-2582

Wellness & Recovery Center Staff Office	Press 4
Targeted Case Management	Press 5
Kitchen	Ext. 5100

Community Residential

Piedmont	301-722-3836
Penn / Utah	301-722-1314
Penn ²	301-777-8492

24hr. Residential

204 Fulton	301-777-3208
206 Fulton	301-724-1531

My HSW's extension is _____

W&R CENTER'S SCHEDULE
MONDAY-WEDNESDAY-FRIDAY

9:00 - 9:30
9:30 - 10:00
10:00 - 10:10
10:10 - 10:30
10:30 - 10:40
10:40 - 11:00
11:00— 11:45
11:45 - 12:05
12:05 - 12:15
12:15 - 12:35
12:35 - 12:45
12:45 - 1:00
1:30

WELCOME & SNACK
GROUP # 1 STARTS
BREAK
2nd PART OF GROUP #1
BREAK
3rd Part of Group #1
LUNCH
GROUP # 2 STARTS
BREAK
2nd PART OF GROUP #2
BREAK
3rd PART OF GROUP #2
CENTER CLOSES



If the weather is bad, the Center will go by what the Allegany County Transit System is doing. If they don't run, we don't open. If they don't start running until after 9 am, we open when they start running. Please listen to your radio when the weather is bad.

Attention!



Tuesday & Thursday the Center is closed. Center staff will meet folks downtown @ 9:15 am every Thursday and on Tuesday , as needed to participate in Community Integration Activities. Please join us!

Cab Issues

If you have a complaint about the cab services while using a cab voucher, please call Terri Stevenson @ 45 Queen Street 301-777-1700 Ext. 2121.

Earning Recovery Points!

Another way you can have some fun is by earning **enough recovery points** to be able to attend **special community-based activities** one time a week. If you earn four (4) recovery points during the week, the following week you can be part of a community activity.

Some examples of activities are: swimming, bowling, canoeing, art exhibits, or special events. You can earn recovery points through any combination of the various level of supports below.

Level of Participation	Points Per Day	Pts. Earned from Previous Week
Get in a group or activity	One group or more a day	1 point a day
Volunteer at the Center	One hour or more a day	2 points a day
Volunteer in the Community	One hour or more a day	3 points a day

EXAMPLES OF HOW YOU CAN EARN ENOUGH RECOVERY POINTS TO PARTICIPATE IN A COMMUNITY ACTIVITY:

- #1 Group Participant: Attend one (1) group a day for four (4) days = 4 recovery points.
- #2 Volunteer at the Center: One (1) hour a day = two (2) points and participate in two (2) groups is a total of 4 recovery points.
- #3 Volunteer in the Community : One (1) hour per day = three (3) points and participate in one (1) groups for a total of four (4) recovery points.
- #4 Combination: Any combination of the above totaling four (4).



Call Sue Pyles for More
Information

301-724-2582 Ext. 5105



Volunteer Opportunities!

Feel Fulfillment and Purpose

Center Volunteer Positions:

- Kitchen Aide
- Maintenance Aide
- Short Takes Staff
- Clerical Aide
- Group Leaders
- Store



Process for moving up from Center Volunteer to Community Volunteer:

After you have been successfully volunteering at the Wellness and Recovery Center (W&R), you may become eligible to begin volunteer work in the community. W&R Workers give feedback to all volunteers and let them know how they are doing. If you are interested in moving up to Community Volunteer, talk to a Center HSW and ask how you are doing and what improvements you might need to work on to become a Community Volunteer. The Team Leader and Center HSW decide who should be volunteering in the community based on individual performance.

Community Volunteer Options:

- Food Bank Worker
- Downtown Mall Worker
- Dog walker (as available)
- Recycling
- Food Box Worker, etc.
- Other opportunities as they become available



Characteristics of a Good Volunteer:

- Reliable—Completes volunteering duties at Center as assigned.
- Honest—Tells the truth about things—maybe even when it is hard to tell the truth. Admits mistakes.
- Accepts Feedback and Direction—Able to hear critique of work from W&R Center staff; able to take directions and follow them.
- Positive Attitude—Shows a happy, upbeat attitude about the work.
- Team Player—Gets along well with others.
- Mature Person—Acts like an adult; uses appropriate language; no horseplay.
- Safety Conscious—Uses equipment safely and doesn't take risks.
- Goal Oriented—Stays on the task at hand.

Food Club

What Is The Food Club?

The food club is a voluntary membership program to help your food budget last longer. The program is through the Western Maryland Food Bank and is operated by Archway's Wellness & Recovery Center.

How Does The Food Club Work?

You donate at least a \$6.00 membership fee every month and we'll (staff with help from members) deliver a box of food and non-food items to your home. You need to pay your donation at time of delivery.

How Do I Join?

Get an Application and Receipt & Release Form from your Human Service Worker. Fill out both forms and ask your HSW to turn them into the Wellness & Recovery Center.

That's It!

Someone from the Wellness & Recovery Center will call you to confirm a delivery date.

Below is the delivery schedule. If you have any questions, please call Rhiannon or Sue at the Wellness and Recovery Center @ 301-724-2582 Ext. 5118 or 5105.

Delivery Schedule

Cumberland

9:30am – 11:00am on one **Monday** per month—**see date on Community Volunteer Schedule**

LaVale / Frostburg / Lonaconing / Barton / Westernport / Rt.220:

11:45am-1:00pm on one **Friday** per month—**see date on Community Volunteer Schedule**

Archway Station, Inc.

Individual Rights & Responsibilities

Your rights

- We will treat you with courtesy and respect, even when we're working through a problem.
- We'll respect your culture and spiritual life.
- We'll give you information so that you can make informed decisions.
- While we're providing you services, there won't be any mental, physical, verbal, or sexual abuse or neglect from staff. Staff won't humiliate you.
- Staff will not take advantage of you, especially when it comes to your money and things you own.
- We don't use any sort of chemical restraint. When providing mental health services, physical restraints are not used. When providing services funded by the Developmental Disabilities Administration, physical restraints are used only when pre-approved as part of the person's behavioral plan.
- We will protect your privacy. Your records are protected and aren't available to staff who don't need to see them.
- You can see your Archway records by asking to do so. We'll respond quickly.
- We share information about you only with your permission.
- You have the right to develop your Individual Plan, as well as the right to have other people help you write it.
- We will do our best to resolve any of your complaints quickly. No one will hold it against you if you complain.
- We'll let you know how to contact self-help and advocacy services.
- We support your right to follow or not follow your treatment and health plans, including medications.

Your responsibilities

Our services are based on a partnership between you and the staff. We'll work together to write a plan that will help you reach your goals and follow through with the action steps. Your responsibilities include:

- Make choices that help you stay healthy & meet your goals.
- Participate in activities that promote physical, emotional, and spiritual health.
- Learn about your disability and treatment options.
- Understand benefits, risks, and side effects of medication so you can make informed choices.
- Apply for all eligible entitlement benefits.
- Participate in mental health treatment.
- Keep your appointments.
- Honor Archway's "Respecting Each Other" statement.
- Pay your portion or copay for services (if required).
- Respect Archway property as well as property of other services users.
- Report suspected fraud and abuse.



We'll review these rights and responsibilities when you start services and each July. If you ever need any of this information explained or if you feel your rights have been violated, contact Archway's Compliance Officer at 301-777-1700, Ext 2125. You can also fill out a complaint. Forms are posted at agency buildings.

ALLEGANY COUNTY TRANSIT SCHEDULE

Effective January 2, 2019

M-F 730 am - 4 pm		RED LINE						
		To Hospital & ACM						
FREDERICK STREET	730	800	900	1000	1100	100	200	300
Kent Ave Johnson Heights	735	805	905	1005	1105	105	205	305
Health Department	739	809	909	1009	1109	109	209	309
WHMS - Hospital	741	811	911	1011	1111	111	211	311
Allegany College of Maryland	744	814	914	1014	1114	114	214	314
Finan Center	--	--	918	--	--	--	218	--
Decatur St. & Baltimore Ave	752	822	922	1022	1122	122	222	322
		To Virginia Ave						
FREDERICK STREET	800	830	930	1030	1130	130	230	330
Cumberland Martin's	--	833	933	1033	1133	133	233	333
HRDC Virginia Avenue	--	837	937	1037	1137	137	237	337
Potomac St. & Virginia Ave	--	841	941	1041	1141	141	241	341
HRDC Virginia Avenue	--	847	947	1047	1147	147	247	347
Cumberland Martin's	--	850	950	1050	1150	150	250	350
FREDERICK STREET	856	956	1056	1156	156	256	356	
RED LINE REQUEST STOPS - Urology Associates or Surgery Center								
M-F 8 am - 430 pm		BLUE LINE						
		To S. Cumberland						
FREDERICK STREET	800	900	1000	1100	100	200	300	400
Cumberland Martin's	803	903	1003	1103	103	203	303	403
S.Cumberland Marketplace	--	911	--	1111	--	211	--	411
Mt. View Apts/Cascades	813	913	1013	1113	113	213	313	413
Archway / Jane Frazier	815	915	1015	1115	115	215	315	415
Cumberland Martin's	820	920	1020	1120	120	220	320	420
		To Hospital & ACM						
FREDERICK STREET	830	930	1030	1130	130	230	330	430
Decatur St./Baltimore Ave	934	934	1034	1134	134	234	334	--
WHMS - Hospital	839	939	1039	1139	139	239	339	--
Allegany College of Maryland	840	--	1040	--	140	--	340	--
Cumberland Meadows Apts	845	--	1045	--	145	--	345	--
Decatur St. & Baltimore Ave	851	945	1051	1145	151	245	351	--
FREDERICK STREET	855	950	1055	1150	155	250	355	--
M-F 730 am - 4 pm		GREEN LINE						
		To Naves Cross Road						
FREDERICK STREET	730	900	1030	100	230			
Naves Cross Road. Sheetz	735	905	1035	105	235			
Western Md Recovery	739	909	1039	109	239			
Bedford Rd & Acre Ln / VFD	743	913	1043	113	243			
Bedford St & Marietta St	751	921	1051	121	251			
		To LaVale						
FREDERICK STREET	800	930	1100	130	300			
Centre St & Valley St	805	935	1105	135	305			
Nat'l Hwy & Campground Rd	815	945	1115	145	315			
LaVale Plaza (Ollies)	818	948	1118	148	318			
Red Hill Plaza	820	949	--	--	--			
Braddock Square	821	951	1121	151	321			
CC Mall Theaters & Walmart	830	1000	1130	200	330			
US 220 & Moss Ave (Shooters)	840	1010	1140	210	340			
Goodwill Industries	843	--	--	--	343			
Greene St & Fayette St.(Dingle)	852	1018	1148	218	352			
Kelly Rd YMCA (*By Request)	*	*	*	220	*			
FREDERICK STREET	857	1027	1155	225	357			
Green Line Request stops - YMCA or Tri State Clinic								
M-F 8 am - 430 pm		GOLD LINE						
		(To CC Mall & Frostburg)						
FREDERICK STREET	800	900	X1030		200	330		
Lee St & Paca St (Q C Towers)	--	905	--	--	205	--		
Greene St & Fayette St (Dingle)	--	909	--	--	209	--		
CC Mall Theaters Only	--	920	1040	**1135	220	340		
Weis Market	--	931	1051	**1151	231	351		
Frostburg Plaza	--	934	--	--	234	--		
Bowery St & Paul St	--	939	1059	**1159	239	359		
Braddock Rd (*Active Network)	815	*	*	*	*	405		
College Ave & Maple St	820	941	**1110	110	241	410		
State St & Broadway	823	944	**1112	112	244	412		
To Country Club Mall,LaVale, & Downtown Cumberland								
Main St Palace Theater	827	948	**1116	116	248	X416		
Frostburg Plaza	832	953	**1121	121	--	--		
Weis Market	--	955	--	--	125	255	--	
CC Mall Theaters Only	--	1010	**1130	140	310	--		
Nat'l Hwy & Long Dr	--	1014	--	--	144	314	--	
FREDERICK STREET	854	1026	--	--	156	326	430	
GOLD LINE Request Stop - *Active Network, (X=Express I-68)								
**Shaded trip on Gold Line does NOT run to C C Mall when FSU is in session.								

Tues & Fri only		PURPLE LINE	
		To LaVale, Lonaconing & Westernport	
FREDERICK STREET	800	130	
Kelly Rd YMCA	807	137	
Lee St & Paca St (Queen City Towers)	810	140	
Seton Dr.	819	149	
CC Mall Theaters & Walmart	830	200	
MD 36 & Douglas Ave (Lonaconing)	855	225	
MD 135 McDonald's (Westernport)	915	245	
Westernport Senior Center	917	247	
MD 36 & Douglas Ave (Lonaconing)	930	300	
CC Mall Theaters & Walmart	955	325	
Seton Dr	1005	335	
Greene St & Fayette St (Dingle)	1010	340	
Kelly Rd YMCA	1016	346	
FREDERICK STREET To Hospital & ACM	1025	355	
Centre St & Valley St	1035	--	
Nat'l Hwy /Campground Rd	1045	--	
LaVale Plaza (Ollie's)	1048	--	
Braddock Square	1051	--	
CC Mall Theaters & Walmart	1100	--	
US 220 & Moss Ave (Shooters)	1110	--	
Greene St & Fayette St (Dingle)	1118	--	
Kelly Rd YMCA	1120	--	
FREDERICK STREET (To Naves Cross Rd)	1130	--	
Naves Cross Rd (Sheetz)	1135	--	
Western MD Recovery	1139	--	
Bedford Rd & Acre Ln VFD	1143	--	
Bedford Rd & Marietta St	1151	--	
FREDERICK STREET	1200	--	
M-F 550am - 230pm			
SILVER LINE - MORNING SERVICE			
Virginia Ave & Offutt	555	--	--
HRDC Virginia Ave	600	--	--
FREDERICK STREET - To Hospital & ACM	605	--	--
WHMS - Hospital	614	--	--
Allegany College of Maryland (ACM)	617	--	--
FREDERICK STREET - To CC Mall	630	--	--
Centre St & Valley St.	632	--	--
Nat'l Hwy & Long Dr.	642	--	--
Nat'l Hwy & Vocke Rd	645	--	--
Braddock Square Shopping Plaza	648	--	--
Country Club Mall - Walmart	700	--	--
Active Network - *By Request Only	*	--	--
Main St Palace Theater (Frostburg)	720	--	--
Frostburg Plaza	726	--	--
Country Club Mall - Walmart	735	--	--
US 220 & Moss Ave (Shooters)	745	--	--
Greene St & Fayette St (Dingle)	752	--	--
FREDERICK STREET	805	--	--
FREDERICK STREET	810	--	--
Mechanic St (JFK Apartments)	815	--	--
Mountain View Apartments	825		130
Louisanna & Oldtown Rd	828	--	133
Kent Ave Johnson Heights	830	--	140
Post Office - Park Street	832	--	143
Allegany Nursing & Adult Day Care	900	100	--
Mechanic St (JFK Apartments)	920	110	--
FREDERICK STREET - To CC Mall	925		146
FREDERICK STREET - To CC Mall	930		150
Lee St & Paca St. (Queen City Towers)	935	--	155
Greene St & Fayette St (Dingle)	937	--	159
US 220 & Moss Ave (Pit & Go)	943	--	--
Country Club Mall - Theaters/Walmart	1000	--	--
Seton Dr.	1010	--	--
Lavale Plaza (Ollie's)	1025	--	--
Weis Market	1035	--	--
Frostburg Plaza	1040	--	--
Bowery St & Paul St	1045	--	--
State Street & Broadway Frost Village	1050	--	--
Main St Palace Theater (Frostburg)	1054	--	--
Frostburg Plaza / Weis Market	1059	--	--
Braddock Square Kohl's	1108		
Country Club Mall Theaters/Walmart	1115	--	--
Seton Dr	1125	--	210
Nat'l Hwy & Long Dr	1135		
Greene St & Fayette St. (Dingle)	--	--	218
FREDERICK STREET - To S Cumberland	1150	--	225

M-F 350p-8pm YELLOW LINE - EVENING SERVICE			
Virginia Ave & Offutt St	350	--	--
HRDC Virginia Ave	353	--	--
FREDERICK STREET - To Hospital & ACM	400	505	
Naves Cross Rd (Sheetz)	413	--	--
WHMS - Hospital	419	513	--
Allegany County Health Department	422	--	--
Allegany College of Maryland (ACM)	425	515	--
FREDERICK STREET - To CC Mall Express	430	525	
Lee St & Paca St Queen City Towers	435	--	--
Greene St & Fayette St (Dingle)	437	--	--
CC Mall Theaters Only (Express via I-68)	445	--	--
FREDERICK STREET - To Hospital & ACM	505		
FREDERICK STREET - To South Cumberland	525	745	
Cumberland Martin's	528	748	
South Cumberland Market Place	536	800	
Mountain View Apts/Cascades	540	*	
Archway Jane Frazier	542	*	
Virginia Ave & Offutt St	550	*	
HRDC Virginia Ave	600	--	
Cumberland Martin's	602	--	
FREDERICK STREET - To CC Mall & Frostburg	605	--	
CC Mall (Express I-68) Theaters & Walmart	615	--	
LaVale Plaza (Ollie's)	625	--	
Weis Market/Frostburg Plaza	634	--	
Annapolis Hall	644	--	
Edgewood Commons	645	--	
Active Network (*By Request)	*	--	
College Ave & Maple St	648	--	
Main St Palace Theater	654	--	
Frostburg Plaza Weis Market	657	--	
Braddock Square	708	--	
CC Mall Theaters	715	--	
CC Mall Walmart	725	--	
FREDERICK STREET - To South Cumberland	745		
*Flex trip - drop off only - return to yard - End of day			

Transfers
Transfers are free and only good for a one way trip when a second bus is needed to get to your destination. <i>Please ask the driver for a transfer when boarding.</i> <i>For your return trip you must follow the same procedure.</i> Most transfers take place Downtown Cumberland or the Country Club Mall.

Bus Passes
Monthly, Semester Passes, and One-way punch cards are available for purchase at the office. (Address below) or send a check or money order payable to Allegany County Transit, (be sure to include a return address) stating the type of pass requested.

Fares
\$2.00 CASH - No transfer fees.
Passengers 5 years and under ride free with paying passenger.
Half fares are available for those with Medicare, and qualifying ACT- issued half fare cards.
Call 301-722-6360 for information about qualifications and applications details.

Holidays	
THERE WILL BE NO SERVICE ON THE FOLLOWING HOLIDAYS	
New Year's Day	Veteran's Day
Martin Luther King Day	Thanksgiving Day
Memorial Day	Day After Thanksgiving
4th of July	Christmas Eve/Christmas Day
Labor Day	New Years' Eve

TRANSIT ALERTS
You can receive service related updates on your cell phone via text or email. To sign up, text TRANSIT to 888-777 or sign up at our website. You may unsubscribe at anytime. Standard messaging rates and fees may apply.

Alltrans - ADA Service
Alltrans is our ADA service, designed to meet the needs of our senior and disabled citizens who are unable to ride our fixed route, accessible buses. Trips must be reserved the day before service is requested. This transportation can be used for work, shopping, medical appointments, and recreation. The drivers are trained in CPR, first-aid, and passenger assistance. To request an application or schedule a pick-up call 301-724-1255 Monday - Friday, 8 am - 4 pm.

Nondiscrimination Policy
Allegany County Transit (ACT) is committed to ensuring that no person is excluded from participation in or denied the benefits of the transit services offered by ACT. This policy is consistent with the requirements of Title VI of the Civil Rights Act of 1964. If you believe you have been subjected to unequal treatment because of race, color, or national origin, you have the right to file a formal complaint. Complaints must be filed within one-hundred-eighty (180) days following alleged discriminatory actions. For more information or to submit a complaint, contact ACT by: mail, telephone, or e-mail. Elizabeth Robison-Harper, Transit Superintendent Allegany County Transit 1000 Lafayette Avenue Cumberland, MD 21502 Ph. 301-722-6360 erobison-harper@alleganygov.org

Service Cancellations and Delays
When weather conditions become unsafe, service may be suspended, delayed, or cancelled with as much notice as possible. Announcements of service interruptions will be announced on local radio stations WCBC, WTBO, and Magic 100.5. Notices can be received by text and email if you subscribe to Transit Alerts. Text TRANSIT to 888-777 .

Allegany County Transit office hours Monday through Friday 8 am to 4 pm
Address: 1000 Lafayette Avenue, Cumberland Md 21502
Telephone: General information. 301-722-6360
Alltrans Telephone: Information or to make an appointment. 301-724-1255
Visit our website: www.alleganygov.org Click Departments then click Transit

Schedule Effective January 2, 2019

FOOD RESOURCES

Resources	Resources Address	Days for Pick Up	Time for Pick Up	Requirements	What's Available	How Often	Other Important Information
Salvation Army Food Pantry 301-777-7600	701 East First St. Cumberland, MD 301-777-7600	Monday-Friday	9:00am-4:00pm Calling Ahead Recommended	Name, ID, SSN, Income & Birth Date For All In The Home	Commodity Foods	Q 30 days	N/A
Second Baptist Church 301-722-5190	1 Grand Avenue Cumberland, MD	Tuesday & Thursday	9:30am-12:30pm	Fill Out Application	Non-perishables Cleaning Supplies When Available	Q 60 days	Kids & 65+ receive special consideration
Woman, Infants & Children (WIC) 301-759-5020 Call For Appointment	Allegany County Health Department Cumberland, MD	Monday- Friday	8am- 4:30 pm	Picture ID, Proof of Income, Proof of Address	WIC Vouchers	N/A	WIC Vouchers are birth to 5 yrs. Must complete intake & meet requirements
YMCA Brown Bag 301-724-5445	205 Baltimore Avenue Cumberland, MD	2nd Tuesday Of Every Month	1pm-4pm	Must Attend at Least 5 programs at Family Center a Month Prior to Food Pick-up	Variety of Food and Cleaning Supplies	Q 30 days	Family Programs Offered 9am- 4pm Monday-Thursday Call for Van Schedule 301-724-5445 Ext.107
Frostburg Food Pantry Bill Fafferty 301-707-0330	Hill Street School Frostburg, MD	Monday- Friday	By Appointment Time Only	Referral Through DSS, Red Cross & some Churches	Non-Perishable Food Voucher to Save-a-lot or B&B Meats	Q 60 days	Frostburg, Eckhart & Mt Savage Resident Only
USDA Government Food Program 301-724-4467	12504 Naves Cross Rd. Cumberland, MD	Wednesday & Thursday Friday	9 am - 2 pm 9 am- 5 pm	Fill Out Application, Proof of Income and SSN (All in house hold)	Non- Perishable Cleaning Supplies Paper Products Various Food Items	Q 30 days	\$8.00 Donation Must meet requirements
Union Rescue Mission 301-724-1585	16 Queen City Pavement Cumberland, MD	Monday - Friday	Lunch 11:30am - 1:00pm Dinner 5:00 PM	NA	A meal & a bed	All the time	See Dan Taylor 301-724-1585

FOOD RESOURCES (Continued)

Resources	Resources Address	Days for Pick Up	Time for Pick Up	Requirements	What's Available	How Often	Other Important Information
First Nazarene Church 301-777-1480	508 E. Oldtown Rd Cumberland, MD	Emergency Only	Emergency Food Only	Fill out application Proof of income, SSN All in household	Food	Q 30n days	See Pastor Gary Barkley
Interfaith Community Pantry Call DSS	301 Cumberland St Cumberland, MD	Monday - Friday Closed when country schools are closed due to bad weather	9:30 am - 3:00 pm	Referral Through DSS Red Cross and some Churches	Non- Perishables Cleaning Supplies on Occasion	Q 30 days	Excludes Lavale, Frostburg Eckhart, Mt. Savage, George's Creek, and Westernport
LaVale United Methodist Church 301-722-6800	565 National Hwy. Lavale, MD	Tuesday & Thursday	1:00-2:30pm	Picture ID Referral Needed	Non- Perishables	Q 60 days	N/A

To apply for an Independence Card, visit DSS at Frederick St., Cumberland, MD, Monday through Friday 8 a.m. to 2 p.m. For more information, call 301-784-7000. To see if you qualify for the programs above that require a DSS referral, please contact Diane Dolly at 301-784-7254.

ALCOHOLICS ANONYMOUS MEETING LIST

Sunday-Monday	Monday Continued - Tuesday	Wednesday
11:00am O/D Sunday Serenity Fort Recovery 418 N. Centre St. Cumberland, MD	7:00pm CLOSED SP/D/ST New Freedom & Happiness Step Group St. Luke's Lutheran Church Frederick St. Cumberland, MD	7:00am –7:30am O/D Early Bird Gilchrist Building 205 Baltimore St. Cumberland, MD
3:00pm O/D/HA*/IN Massie Meeting Massie Unit/Finan Center Country Club Rd Cumberland, MD	8:00pm O/SP/D Frostburg Monday Night Group First Presbyterian Church 33 Broadway St. Frostburg, MD	12:00pm O/D/SP New Life Group Fort Recovery 418 N. Centre St. Cumberland, MD
6:00pm O/D New Beginnings Salem United Church 78 Broadway St. Frostburg, MD	Tuesday	5:00pm O/D Recovery 101 Allegany College of Maryland Student Center Room 41 Willowbrook Rd. Cumberland, MD
8:00pm O/D/S/ST Sunday Night Step Meeting St. Paul's Lutheran Church 15 N. Smallwood St. Cumberland, MD	7:00am –7:30am O/D Early Bird Gilchrist Building 205 Baltimore St. Cumberland, MD	6:30pm O/D/BB Kindred Spirits Women's Group First Presbyterian Church 33 Broadway St. Frostburg, MD
Monday	11:00am O/D/BB HOW Group Trinity Lutheran Church 328 N. Centre St. (Corner of N. Centre & Smith St.) Cumberland, MD	8:00pm O/SP/D Easier Softer Way Group First Presbyterian Church 33 Broadway St. Frostburg, MD
7:00am –7:30am O/D Early Bird Gilchrist Building 205 Baltimore St. Cumberland, MD	8:00pm O/SP Fort Cumberland Group Emmanuel Episcopal Church (Lower Parish) Corner of Washington & Greene St. Cumberland, MD	8:00pm O/SP/D/HA* New Hope Group St Patrick's Catholic Church 201 N. Centre St. Cumberland, MD
12:00pm O/SP/D New Life Group Fort Recovery 418 N. Centre St. Cumberland, MD	8:00pm O/D/BB Little Big Book Salem United Church 78 Broadway St. Frostburg, MD	8:00pm IN/O/D/HA* Massie Meeting Massie Unit/Finan Center Country Club Rd. Cumberland, MD

Thursday	Friday	Saturday
7:00—7:30am O/D Early Bird Gilchrist Building 205 Baltimore St. Cumberland, MD	7:00—7:30am O/D Early Bird Gilchrist Building 205 Baltimore St. Cumberland, MD	12:00pm O/D/HA* New Hope Group St. Patrick's Catholic Church 201 N. Centre St. Cumberland, MD
11:00am O/D Chapel Hill Group Church of Christ 4th St. & Memorial Ave Cumberland, MD	12:00pm O/D New Life Group Fort Recovery 418 N. Centre St. Cumberland, MD	8:00 p.m. O/D Frostburg A.A. Grapevine First Presbyterian Church 33 Broadway St. Frostburg, MD
1:00pm SP/IN/HA* Finan Center Meeting Thomas B. Finan Center Country Club Rd. Cumberland, MD	8:00pm O/SP/D Frostburg Serenity Group First Presbyterian Church 33 Broadway St. Frostburg, MD	8:00 p.m. SP/HA*/IN Saturday Night Live Massie Unit/Finan Center Country Club Rd. Cumberland, MD
8:00pm O/D/S Back to Basics Meeting of the Little Big Book Group Salem United Church 78 Broadway St. Frostburg, MD	8:00pm O/SP/D Fort Cumberland Group Emmanuel Episcopal Church (Lower Parish). Corner of Washington St. & Greene St. Cumberland, MD	
8:00pm O/BB/HA* Ridgeley Renegades Calvary United Methodist Church Prospect St. Ridgeley, WV		ABBREVIATION KEY O = Open D = Discussion HA = Handicapped
	Serenity Prayer God grant me the se- renity to accept the things I cannot change, courage to change the things I can, the wisdom to know the difference.	Accessible BB = Big Book SP = Speaker ST = Step IN = Institutional CLOSED = Member's Only

Fair Housing Laws

City of Cumberland

Chapter 9 of the Cumberland Code makes it illegal to discriminate in the sale or rental of housing based on race, color, religion, national origin, age, sex, sexual orientation, marital status, familial status, or physical or mental disability. The Human Relations Commission (HRC) investigates and conciliates complaints filed under Chapter 9.

The Federal Government

The Fair Housing Amendments Act makes it illegal to discriminate in the sale or rental of housing on the basis of race, color, religion, national origin, sex, disability, or familial status. The Department of Housing and Urban Development investigates and conciliates housing complaints filed under the Fair Housing Amendments Act of 1988 (FHAA). Persons who consider themselves to be victims of housing discrimination can file suit in Federal Court.

Related federal laws include:

*Section 504 of the Rehabilitation Act
Americans with Disabilities Act
Equal Credit Opportunity Act*

The State of Maryland

Title 20 of the MD Annotated Code makes it illegal to discriminate on the bases of race, sex, familial status, color, national origin, age, religion, marital status, sexual orientation, genetic testing, physical and/or mental disability. The MD Commission on Human Relations investigates and conciliates complaints filed under Title 20. Real Estate Law (BOP, Section 16-526), forbids discriminatory practices by real estate brokers or agents, putting them at risk of losing their license. The Real Estate Commission enforces this law.

Fair Housing Laws

Title VIII of the Civil Rights Act of 1968, commonly known as the Fair Housing Act forbids discrimination based on race, color, religion or national origin in the sale, rental or financing of housing. In 1974, discrimination on the basis of sex was added. In 1988 Congress passed the Fair Housing Amendments Act that added people with mental and physical disabilities and families with children to the list of people protected by the Act. The amended law requires many public and private owners, developers and operators of housing to change any policies and practices that exclude people with disabilities. Also, any new multi-family housing built to be occupied for the first time after March 13, 1991 must be architecturally accessible. The 1988 amendments also created a stronger enforcement system, making it easier to file a complaint and to remedy discriminatory housing practices. Chapter 9 of the City of Cumberland Code extends the above protection to persons on the bases of their source of income, sexual orientation, age and family responsibilities.

To File A Complaint

Contact:

Cumberland Human Relations Commission
57 N. Liberty Street
Cumberland, MD 21502
joliver@allconet.org
www.ci.cumberland.md.us
(301) 759-6433

Maryland Commission on Human Relations
6 Saint Paul St.
Baltimore, Maryland 21202
www.mchr.state.md.us
(800) 637-6247

U.S. Department of Housing Urban
Development
10 S. Howard St., 5th Floor
Baltimore, MD 21201
md_webmanager@hud.gov
www.hud.gov
1-(800) 955-2232

Are they Support Animals or Pets

The Fair Housing Amendments Act of 1988, Section 504 of the Rehabilitation Act of 1973, and Title II of the Americans with Disabilities Act protect the right of people with disabilities to keep emotional support animals, even when a landlord's policy explicitly prohibits pets. Because emotional support and service animals are not "pets," but rather are considered to be more like assistive aids such as wheelchairs, the law will generally require the landlord to make an exception to its "no pet" policy so that a tenant with a disability can fully use and enjoy his or her dwelling.

HUMAN RELATIONS COMMISSION CUMBERLAND, MARYLAND

FAIR HOUSING FOR PERSONS WITH DISABILITIES

How to Recognize
Discriminatory
Housing Practices



WE DO BUSINESS IN ACCORDANCE
WITH THE FEDERAL HOUSING LAW

Who is protected by Fair Housing Laws?

Fair Housing Laws provides protection from housing discrimination for housing applicants, tenants and buyers with any kind of disability. Whether it is a hearing or vision impairment, mental illness, physical disability, mental retardation, AIDS or HIV infection, epilepsy, cerebral palsy or any condition which substantially limits one or more major life activities. If you use a walker or a wheelchair, or have an assistive animal or a personal-care attendant, these laws protect you against housing discrimination. You're also covered if you have a record of having a mental or physical disability or if you are regarded as having a mental or physical disability.

Who must comply?

Property owners, landlords, housing managers, real estate agents, brokerage service agencies and lending institutions must comply. The Fair Housing Laws cover both privately owned housing and housing subsidized by federal funds, such as low-income public housing. Multi-family housing constructed for first occupancy after March 13, 1991 must comply with guidelines that make the complex adaptable for persons with disabilities. If the complex does not have an elevator, all first floor units must be adaptable. If there is an elevator, then all units on all floors must be built in compliance with the guidelines. Adaptable features include an accessible route from the parking to the entrance to the unit; an accessible entrance into the unit; maneuvering space throughout the unit; light switches, electric plugs and environmental controls at specified heights; usable space in the kitchen and bathroom, and reinforcements in the bathroom walls for addition of grab bars. In addition, tenants must be able to access areas of public use, such as the rental office, laundry facilities, mailboxes, and recreational facilities.

REASONABLE ACCOMMODATION

Fair Housing Laws require that housing providers make reasonable accommodations in their rules, policies, practices or services to give a person with a disability an equal opportunity to use and enjoy a dwelling unit or common space. Accommodations are "reasonable" when they're practical and feasible.

How can you get a reasonable accommodation?

You must request it. As the tenant, you have the responsibility to ask for an accommodation when it's needed.

How about assistive animals?

Any tenant who is in medical need of an assistive animal is protected even *if the housing development has a "No Pets" policy.*

Can you get reserved parking?

Persons with disabilities have the right to request that landlords reserve them safe and convenient parking in close proximity to their living unit.



REASONABLE MODIFICATION

When physical changes to your own unit are necessary to accommodate your disability, the housing provider must let you make them, if you pay for them yourself, as long as the changes are reasonable. The housing provider can require you to restore the premises reasonably to its original condition when you leave. If you are unable to pay for reasonable modifications that are necessary to accommodate your disability, you may ask the housing provider to provide the modifications through an interactive process.



Can you be asked about your disability?

NO! No matter why they're asked, questions about your disability are prohibited by the Fair Housing Laws. A landlord, property manager, seller or lender may not use an application form that asks if you have or have had a mental or physical disability or that seeks information about the nature or severity of your disability. You may not be asked to provide your medical records or to sign a document allowing others to see them.

What questions can you be asked?

As long as all applicants are asked the same questions, a landlord can ask for information to show that you can meet the same obligations as any other tenant, with or without a disability.

For example you can be asked:

Questions about financial information to show if you can pay the rent or mortgage.

For references about your history as a tenant.

If you are willing to comply with the building's rules about such things as sanitation and no smoking in common areas.

If you qualify for housing designated for people with a specific disability.

If you are currently using drugs illegally.

If you have been convicted of the illegal manufacture or distribution of a controlled substance.

Remember - The landlord can only ask you these questions if they are asked of all applicants. Asking these questions only of a person who has a disability violates The Fair Housing Laws!

Local & Regional Resources

Physical Fitness

YMCA Riverside Rec. Center –601 Kelly Road– Cumberland

Phone : 301-777-9622

Hours of operation : Open 7 days a week.

Income –based membership (Call for information).

Some highlights: indoor swimming pool, a therapy pool, wall climbing, fitness center, indoor walking track, gym and more.



WELLNESS & RECOVERY PROGRAM

Hope Station 632 N. Centre Street, Cumberland, MD 21502

Phone: 240-362-7168 Fax: 240-362-7170

email: HOPEStation@atlanticbbn.net

Dan Snyder, Program Director Kelly Snyder, Advocate

This program is run by people recovering from mental illness for people recovering from mental illness.

Hours of operation:

Monday-Friday 9:00am-5:00pm

Peer Support Line 301-707-8330 Tue-Sat 5pm-9pm



Archway operates with public funds and with money donated from individuals. The agency has an ethical obligation to ensure that the money is spent wisely. More importantly, the agency needs to ensure that the money is spent openly and honestly, in the best interest of the agency and the people it serves.

If you witness anything that falls short of this goal, please report it. It's real easy. Call:

301-777-1700 Extension 4444

No one will answer, but you can leave a message. The messages are checked each week (if it can't wait, you can contact our Compliance Officer at 301.777.1700, Ext. 2125). Please leave your name and telephone number so we can re-contact you while we investigate. As the whistleblower, no action will be taken against you for making a report in good faith.

Thanks!

Revised 07/2018