

## **SOPs for Wellness Center by Department of Behavioral Sciences**

### **Introduction**

Wellness center was established in 2006 with the establishment of Department of Behavioral Sciences. Counsellor support students directly in their academic life to foster, promote, and increase interpersonal competencies and academic achievement. It is believed that sound education involves the development of the whole student. This includes the social, emotional, intellectual, and physical aspects of students' lives. Counselling services are accessible to all students, faculty or other employees of CMH LMC & IOD as per their requirement.

#### **1. Mode of Referral**

- a. Self-Reporting
- b. Referral by Faculty
- c. Referral by Administration
- d. Brought by friends/fellows

#### **2. Objectives**

- a. To help the students in solving their personal, educational, social as well as psychological problems.
- b. To create awareness about issues and problems related to mental health of student
- c. To motivate faculty in counselling activities.

#### **3. Roles and Responsibilities**

- a. To mobilize personal resources of student by conducting individual counselling session.
- b. Dealing with the suspected cases of drug addiction and diagnosis.
- c. Diagnosing the learning difficulties of students and helping them to overcome the same.
- d. Help the students in their learning difficulties by teaching them different techniques of memory enhancement and non-pharmacological interventions for sleep.
- e. Stress Management during exams.
- f. Routine mental disorders are treated by psychiatrist at Department of Behavioral Sciences. The severe cases of mental disorders are referred to the Psychiatry Department of CMH Lahore for indoor admission.
- g. Medical Cadets and Nursing Cadets requiring disposal are picked up by psychiatrist and referred to psychiatry department of CMH Lahore by mentioning details of the case.

- h. Students suffering from anxiety and depression are referred to Psychiatrist by clinical psychologist of wellness center if they need medication.
- i. Psychological assessment is provided by reliable and valid assessment tools.
- j. Conduct training program on counselling skills for students, faculty & staff.
- k. Conduct seminars for students on mental health, addiction issues and celebrate WHO mental health day.
- l. Informing the parents about mental health issues of the student in severe cases.
- m. Parental counselling is also provided as required, depending on the problem of the student.
- n. Certificates/Prescriptions brought by students from civil Psychiatrist for different exemptions are verified by Psychiatrist and if necessary written opinions are given regarding the issue demanding exemption.