

# ALLEGANY COUNTY HEALTH DEPARTMENT

*Healthy People, Healthy Communities*

## DIRECTORY OF SERVICES



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## ABOUT US

The Health Department of Allegany County, Maryland was established in 1923 and exists by law as a state public agency under the Maryland Department of Health and Mental Hygiene.

The organization is under the direction of the County Health Officer who, together with the entire staff of the Health Department, is dedicated to assessing and assuring that the health of community residents is protected and optimized.

The Allegany County Health Department is made up of several major divisions, including Administration, Environmental Health, Behavioral Health (Addictions & Mental Health), the Mental Health System's Office, Nutrition/WIC, Dental Health, Physical Health, and Public Health Preparedness. Services are provided through clinics; school and home visitation; evaluations; consultations; counseling; outpatient and residential treatment centers; educational presentations and campaigns; health inspections and licensing; and financial certification for specialized services. The Health Department is funded through county, state, and federal revenues and the annual budget requires the approval of both county and state governments.

Fees are charged for most services. Chargeable services are provided based on a sliding fee scale according to income. No one is denied care or treatment because of inability to pay. Health Department services are listed in the telephone directory under Allegany County Government.

**VISION:** Healthy people, healthy communities.

**MISSION:** Promote physical, behavioral, and environmental health, and prevent disease and disabilities of people in Allegany County.

**VALUES:** This mission is a community-wide public health partnership achieved through:

- Building safe and healthful communities for people in Allegany County.
- Assuring needed services are available and accessible through:
  - ✓ Assessing and monitoring health status;
  - ✓ Networking and building community partnerships;
  - ✓ Advocating and developing policy to resolve health needs.
- Delivering appropriate direct services in a manner that is:
  - ✓ Consistent with highest professional standards;
  - ✓ Sensitive to local values and community acceptance;
  - ✓ Responsive to client needs;
  - ✓ Respectful of client dignity and freedom of choice;
  - ✓ Comprehensive by addressing the physical, emotional, and social needs of the client and significant caretaker;
  - ✓ Empowering people toward independence and individual responsibility.
- Promoting personal and community health through education and outreach.

## ADMINISTRATION

The Administrative Division contributes to the overall operation and management of the entire Health Department. Lead by the Health Officer, Deputy Health Officer, and Administrator, this division is responsible for collecting data and monitoring public health in our communities. This planning function works to improve availability and access to needed services for county residents by partnering with relevant organizations and agencies.

Administrative functions include Human Resources; Purchasing; Accounting and Fiscal Management; Information Technology, Timekeeping and Payroll; and Vital Records (responsible for issuing birth and death certificates, and maintenance of vital statistics and records for Allegany County).

## BEHAVIORAL HEALTH SERVICES

### ADDICTIONS SERVICES

#### Mission and Staff:

The Addictions Programs provide prevention and treatment services to individuals and families at risk as well as to those experiencing chemical dependency and chemical abuse. Addictions programs include: Prevention, Outpatient, Intensive Outpatient, Medication Assisted Treatment, Halfway House, Alternative School, Jail Substance Abuse Program, and two residential treatment programs: Massie Unit for adults and Jackson Unit for adolescents.

#### Substance Abuse Prevention 301-759-5050

Services are provided at the Brook Building, 12503 Willowbrook Road.

- Tobacco Prevention and Cessation
- Educational Presentations and Displays
- Public Information Campaigns
- Parenting Programs
- Technical Assistance and Funding – Community Prevention Groups

#### Outpatient Addictions 301-759-5050

Outpatient Addictions services are provided at the Brook Building to individuals and families experiencing chemical dependency.

#### Adult Services Include:

- Substance Abuse Evaluation
- Group, Individual, Family, Couples Counseling
- Dual Diagnosis Counseling
- DWI Services
- Crisis Intervention
- Intensive Outpatient

- Medication Assisted Treatment
- Jail Substance Abuse Program
- Suboxone Treatment

#### Adolescent Services Include:

- Substance Abuse Evaluation
- Group, Individual, Family, Counseling
- Dual Diagnosis Counseling
- Crisis Intervention
- Eckhart Alternative School

#### Joseph S. Massie Unit 301-777-2285

Massie Unit is a 25-bed residential treatment/partial hospitalization facility for adults experiencing the devastating effects of alcoholism and other chemical dependencies. The unit is located at the Finan Center, Country Club Road, Cumberland, Maryland.

- Individual, Group and Family Therapy
- Medical Services
- Psychiatric Evaluation
- Psychological Services
- Educational and Vocational Evaluation
- Activity Therapy
- Dual Diagnosis Counseling
- HIV Education, Testing and Counseling
- Aftercare Planning
- Alcohol and Drug Education

#### Lois E. Jackson Unit 301-777-2290

Jackson Unit is a 60-day residential treatment program for youth ages 13-18 who present a primary diagnosis of drug/alcohol abuse or dependence. The unit is located at the Finan Center, Country Club Road, Cumberland, Maryland.

- Individual, Group and Family Counseling
- Medical Services
- Psychiatric Evaluation
- Psychological Services
- Risk Reduction Counseling
- Alcohol, Drug, HIV, and Tobacco Education
- On-Unit School Program
- Recreational Activities
- AA/NA Meetings

## MENTAL HEALTH SERVICES

#### Mission and Staff:

The center offers an array of mental health services to meet the individualized needs of patients of all ages, particularly those requiring intensive outpatient care. Our staff assists clients in accessing and coordinating appropriate community resources. Staff

includes psychiatrists, licensed master's degree counselors, registered nurses, nurse practitioners, treatment coordinators, and clerical support staff. Offices are located in the Brook Building.

### Adult Services

- Specialty groups such as dual diagnosis, panic-anxiety disorder, impulse control, depression and codependency group
- Partial hospitalization day-treatment program
- Mobile treatment

### Child and Adolescent Services

- K.I.D.S. – Kids Intensive Day Treatment Services partial hospitalization program
- Individual, Family, and Group Therapy
- School-based services
- Mobile Treatment

### Hours of Operation:

Monday & Tuesday, 8 a.m. to 6 p.m.  
Wednesday, 8 a.m. to 6:30 p.m.  
Thursday & Friday, 8 a.m. to 5 p.m.  
After-hours and weekend crisis coverage.  
In-school and home-based services provided.

*General Information & Appointment Scheduling: 301-759-5280.*

## DENTAL HEALTH PROGRAM

### Mission & Staff:

To promote preventive dental programs for children in Allegany County, to provide quality dental services for children in Allegany County who have an active MA/MCO card, to deliver dental services in a positive environment with high professional standards, and to offer services with patience, empathy, respect and tolerance to promote a positive dental experience for each child who visits the clinic.

Staff includes licensed dentists, dental hygienists, and dental assistants. The dental clinic is located in the Brook Building, Entrance Door #4. Appointments are scheduled for all clinics.

### Services Provided:

- Dental clinical services including cleaning of the teeth, fluoride treatments, sealants, radiography, space maintainers, restorative care (fillings), root canals, and extractions.
- School screenings of first graders in Allegany County.
- Dental health education for the community and educational materials available for community use.
- School-based dental sealant program for first, second, and third graders in

- targeted schools.
- Adult extraction clinic.

### Who Is Eligible:

- Any child in Allegany County up to and including 20 years of age who has a valid Maryland Medical Assistance Maryland Healthy Smiles card with whom the Health Department has an active contract.
- Allegany County resident who is identified as needing urgent or immediate treatment by the school screening process. Siblings of these children are also eligible after the first grader has initiated treatment.
- Emergency dental care is provided for the Boys Forestry residents and the Jackson Unit clients.
- Extractions are offered to low income adults on a sliding fee scale including adults who have a MCO/MA card or Medical Assistance card. The clinic is held the second and fourth Tuesday of each month.

### Hours of Operation:

Monday through Friday, 8 a.m. to 5 p.m.

*General Information: 301-759-5030*

## ENVIRONMENTAL HEALTH

### Mission and Staff:

The Environmental Health program is dedicated to providing a safe and healthful environment for the residents and visitors of Allegany County. The Environmental Health office is located in the Willowbrook Office Complex on the ground floor.

### Services Provided:

- **Wells:** Sampling of newly constructed wells, issuing permits, and construction inspections.
- **Non-Community Water Supplies:** Regulatory sampling, inspections and evaluations.
- **Water Quality:** Information and complaint investigation.
- **Swimming Pools, Spas, Bathing Beaches:** Regulatory inspections and complaint investigations.
- **Soil Evaluation and Percolation Tests** for new lot construction and subdivisions.
- **Individual Sewage Systems:** Inspections and evaluations.
- **Food Sanitation for Permanent and Temporary Food Service Facilities:** Licensing, inspections, plan reviews, investigation of food-borne illness and food safety complaints.
- **Rabies Control:** Case investigation. Rabies vaccination clinics twice per year.
- **Psittacosis Control:** Issuing permits, inspections and complaint investigations

- **Residential and Commercial Burning Permits** and Site Inspections.
- **Sanitary Surveys** and Site Inspections.
- **Radon and Indoor Air Quality:** Public education. Sale of radon kits.
- **Waste Disposal:** Inspections and public education on home medical waste disposal and disposal of household hazardous waste.
- **Camps and Mobile Home Parks:** Issuing permits, regulatory inspections and complaint investigations.
- **Day Care, Foster Care and Adoption Homes:** Site evaluations.
- **Tattoo Establishments:** Issuing permits and regulatory inspections.

*General Information: 301-759-5040  
E-Mail: envhealth@alleganyenvironmental.com*

## **MENTAL HEALTH SYSTEM'S OFFICE** **Core Service Agency (CSA)**

### **Mission and Staff:**

The Mental Health System's Office is the designated county authority responsible for planning, managing and monitoring the county's publicly funded mental health services. Maryland's Public Mental Health System provides mental health services to individuals with Medical Assistance and to individuals who are uninsured and meet established criteria. Additionally, the MHSO (CSA) provides a number of mental health support services described below. The MHSO is located on the first floor of the Willowbrook Office Complex, near Administration.

### **MHSO Core Services 301-759-5070**

- Planning, managing and monitoring the development and delivery of services provided through both Maryland's fee-for-service system and through purchase of service contracts with local providers.
- Supporting and promoting mental health wellness, recovery and resilience and providing public education and stigma reducing activities.
- Providing advocacy services for individuals within the public mental health system to assist them with accessing needed services.

### **Mental Health Case Management 301-759-5073**

Provides supportive case management services to individuals eligible for public mental health services to assist them with accessing treatment, housing, employment, entitlements, etc.

### **Community Criminal Justice Treatment Program 301-729-8540 ext. 223**

Evaluation, individual and group support services, release planning and aftercare referrals for inmates with a mental illness who are incarcerated in the Allegany County Detention Center.

### **Projects for Assistance in Transition from Homelessness 301-759-5215**

Provides assistance in locating housing resources to individuals with mental health illness who are eligible for Maryland's Public Mental Health System and who are homeless and/or being released from incarceration.

### **Who Is Eligible:**

- Education and referral services are available to anyone involved with or interested in knowing about Maryland's Public Health System.
- All other services are available to individuals with Medical Assistance and/or who are uninsured and meet eligibility criteria for the public mental health system.

## **NUTRITION SERVICES**

### **Mission and Staff:**

The Nutrition Department promotes wellness and provides nutrition education programs for Allegany County residents. Offices are located on the first floor of the Willowbrook Office Complex.

### **WIC - Special Supplemental Nutrition Program for Women, Infants, & Children 301-759-5020**

Health assessments and referrals, nutrition education, breastfeeding support and supplemental foods for qualified families. Services available free of charge to women who are pregnant or breastfeeding and young families who have babies or children up to age five. We have four locations within Allegany County.

### **Breastfeeding Education and Support Services 301-759-5024**

Staff provides education classes for pregnant women and their support persons. Call for a schedule of upcoming classes. Staff are also available to assist moms and babies in getting off to a good start, providing guidance and support along the way. Staff can address any questions you may have about breastfeeding your baby. Services available to Allegany County residents and moms who deliver in Allegany County.

### **Hours of Operation:**

Monday through Friday, 8 a.m. – 5 p.m.  
Other times available by appointment only.

## **PHYSICAL HEALTH SERVICES**

### **Mission and Staff:**

Physical Health Services are designed to promote healthy people in healthy communities through a variety of programs designed to serve all ages: children, adolescents, adults, and the elderly. Offices are located on the first floor of the Willowbrook Office Complex (WOC) building. Depending on the program, services are provided in clinics at the WOC location, in client homes, and in public schools.

### **Children and Adolescent Services**

- **Administrative Care Coordination Unit (ACCU) Ombudsman 301-759-5094**  
Provides help to Medical Assistance clients with understanding and access to the managed care system; follow-up of non-compliant clients. Provide education to Maryland Medical Assistance patients including enrollment into

Healthchoice MCOs, coverage, and benefits. Ombudsman handles more complex issues, hard-to-reach clients, and non-compliance issues.

- **Genetics** 301-759-5077  
Provides genetic consultation, diagnosis and monitoring three times a year for children through staff from the University of Maryland Hospital.
- **Improved Pregnancy Outcome** 301-759-5077  
Facilitates the local Fetal/Infant Mortality Review Board with evaluation of all fetal and infant demises. Provides community education regarding the promotion of healthy pregnancy and infant care.
- **Infants and Toddlers** 301-759-5081  
This is a collaborative effort with the Allegany County Board of Education and the Allegany County Department of Social Services. The program provides home visits for OT, PT, speech, special instruction, and service coordination to developmentally delayed children birth to 4 years of age.
- **Maryland Children's Health Program (MCHP)** 301-759-5076  
Determine eligibility of children up to age 19 and pregnant women of any age for the Maryland Children's Health Program.
- **Families and Children (FAC)** 301-759-5076  
Determine eligibility for parents and other family members caring for children up to age 21 for the Families and Children Program.
- **School Health** 301-759-5088  
The School Nurse Program provides students and faculties in 22 schools with a multitude of health and medical services, including: caring for the sick and injured, administering and monitoring medications, health counseling, education and screening.

### Adult Services

- **Adult Evaluation and Review Services (AERS)** 301-759-5210  
Provides assistance to aged and functionally disabled adults who are at risk of institutionalization. AERS staff conducts a comprehensive evaluation to identify services available to help the individual to remain in the community, or in the least restrictive environment, while functioning at the highest possible level of independence and personal well-being.
- **Breast and Cervical Cancer Services** 301-759-5083  
Breast and cervical cancer screening services for uninsured or under insured, low-income women age 40 – 64; may receive screening, diagnostic, and treatment services for breast cancer.
- **Colorectal Cancer Control Program** 301-759-5121  
Allegany County citizens ages 50 and older who meet income eligibility requirements may receive screening and diagnostic services for colorectal cancer.
- **Family Planning Services** 301-759-5084  
Through Tristate Women's Health Center, provides well-woman gynecological care in combination with a wide range of pregnancy prevention options to any woman of reproductive health age from any county or state.
- **HIV/AIDS Services** 301-759-5138  
Confidential testing and counseling. (*Case Management* 301-759-5085.)
- **Overseas Immunization Clinic** 301-759-5082  
Mondays by appointment. Review and provision of immunizations for overseas travel. If possible, call at least one month prior to travel to

schedule an appointment.

- **Personal Care** 301-759-5089  
Meal preparation, bathing and assistance with household tasks to persons with Medical Assistance who are chronically ill or disabled and at risk of being placed in a nursing home or other institution.
- **STD (Sexually Transmitted Disease) Clinic** 301-759-5084  
Confidential STD/HIV testing and treatment. Tuesday mornings by walk-in.
- **Multi-Purpose Immunization Clinic and Other Specialty Clinics** 301-759-5082  
Held on a walk-in basis on Wednesdays from 1 p.m. to 4 p.m. Call in advance for cost and billing information. Specialty Clinics include TB, HIV, and Blood Pressure Screening.

### Elderly Services

- **Senior Care Program** 301-759-5210  
A program designed to help people 65 or older, who are at risk of entering a nursing home, to remain safely in the community in their own homes for as long as possible. Senior Care provides a case manager to secure and 'gap filling funds' to purchase services for individuals who meet program eligibility requirements.
- **National Family Caregiver Support Program (NFCSP)** 301-759-5210  
As support to caregivers, the NFCSP provides short term services to eligible individuals age 60 and older.

### Communicable Disease

 301-759-5112.

Investigation, consultation, and disaster response. Services available 24 hours/day, 7 days/week.

### Prevention Services

Prevention Services is an 'umbrella' of programs with the goal of reducing injury and disease through public education and awareness. The staff includes one registered nurse and an outreach worker.

- **Lead Awareness Program** 301-759-5077  
Provides case management of children with elevated blood lead levels and public awareness of the lead poisoning problem.

### Hours of Operation:

Physical Health staff is available during regular business hours, Monday through Friday from 8 a.m. to 4:30 p.m. However, hours and days for specific services may vary. Please call for information on specific programs and services.

## PUBLIC HEALTH PREPAREDNESS

### Mission and Staff:

The Public Health Preparedness Office serves the community by providing timely information, preventive measures, and preparedness planning for a wide variety of

natural and man-made public health emergencies. This office coordinates with local emergency responders to protect the community from contagious diseases or other health threats. It is also a community resource for education, training, and information on potential emergencies.

Staff includes a Public Health Emergency Planner, the Health Department's Public Information Coordinator, and support staff. Offices are located in the Willowbrook Office Complex (WOC) building, first floor.

**Information Hotline:** In a public health emergency, our information hotline may be activated. The hotline (301-759-5055) **will only be activated as needed and is not normally staffed or checked for messages.** In a public health emergency, check the ACHD web site ([www.alleganyhealthdept.com](http://www.alleganyhealthdept.com)) and watch local media for announcements about hotline activation.

**Hours of Operation:**

Normal office hours are Monday through Friday, 8 a.m. to 4:30 p.m.

*General Information: 301-759-5019*

## **VITAL RECORDS**

*The Vital Records division is located in Administration on the first floor of the Willowbrook Office Complex.*

**Birth Certificates**

*Birth certificates are available at the Allegany County Health Department for a \$30.00 fee. An acceptable government issued (driver's license or MVA issued) photo I.D. or U.S. Passport is required. All identification must have an issue and expiration date; no expired I.D. will be accepted. Birth certificates are provided to the person whose birth record is requested or the person's parents. Birth certificates before 1938 must be obtained from the Division of Vital Records in Baltimore, Maryland. All legal documents (i.e. court orders, power of attorney, or notarized letter) must be sent to Baltimore with an application to obtain a birth certificate.*

**Death Certificates**

Death certificates are provided to funeral directors for 30 days after a death, and assistance is provided to individuals seeking death certificates.

**Hours of Operation:**

Monday through Friday, 8 a.m. to 4 p.m.

*General Information or to Obtain Copies of Records: 301-759-5002*