



[\(Click here for 56 ABW Info\)](#)

# Luke AFB

## Helping Agencies



[\(Click here CAF info\)](#)

[Airmen & Family Readiness Center: 623-856-6550](#)

[944<sup>th</sup> Airmen & Family Readiness Center: 623-856-8324](#)

[Alcohol Drug Abuse Prevention & Treatment Prgm \(ADAPT\): 623-856-7579](#)

[Behavioral Health Optimization Program\(BHOP\): 623-356-2273](#)

[Chapel: 623-856-6211](#)

[Civilian Personnel Office \(CPO\): 623-856-2120](#)

[944<sup>th</sup> Director of Psychological Health: 623-856-2289](#)

[Exceptional Family Member Program\(EFMP\): 623-856-7296](#)

[Equal Opportunity\(EO\): 623-856-7711](#)

[Family Advocacy Program\(FAP\): \(623\) 856-3417](#)

[Force Support Squadron\(FSS\): 623-856-7001](#)

[Health Promotions: 623-856-3830](#)

[In-Transition: 800-424-7877](#)

[Legal Assistance: 623-856-6701](#)

[56<sup>th</sup> Medical Group: \(\[Webpage\]\(#\) / \[Facebook\]\(#\)\): 623-856-2273](#)

[Mental Health Clinic: 623-856-7579](#)

[Military & Family Life Consultant\(MFLC\): 623-238-0565](#)

[Adult Services](#) / [Child Services](#)

[Military One Source: 800-342-9647](#)

[National Suicide Prevention Lifeline: 800-273-TALK \(8255\)](#)

[Sexual Assault Response Coordinator\(SARC\): 623-856-4878](#)

[TriWest/United Healthcare: 877-988-9378](#)



Green D  t

[Airman's Guide](#)

[Commander's Workshop Menu](#)

[Community Resources](#)



# My Military Communities

My Military Communities (MyMC<sup>2</sup>) provides a one-stop shop for Airmen, Soldiers, Sailors, & Marines to find all organizations and events at a given installation. The app interfaces with pre-existing organizational Facebook pages to read in events and contact information, and then displays them within a single application that is user-friendly and easy to navigate.

## Introduction Video

<http://www.youtube.com/watch?v=DcZgm6VSsQQ>

You can click on the following links that will take you to the download page in the **App Store** and **Android Market**  
(these links are not accessible on gov't computers)



Or, you can scan this **QR code** and it will take you directly to the download page in your phone



iOS



Android



## Behavioral Health Optimization Program (BHOP)

Family Health Clinic, Luke AFB, AZ

Phone: 623-856-2273

### What is BHOP?

The Behavioral Health Optimization Program (BHOP) is available to patients within the Family Medicine Clinic as part of overall good health care.

The purpose of this program is to offer assistance when habits, behaviors, or emotional concerns begin to interfere with your daily life. It is also provided to help patients who are starting or continuing on medications prescribed by the PCM for management of depression, anxiety, and/or PTSD.

BHOP does not provide traditional psychotherapy. This is considered a specialty function, and you may request more information about a mental health referral if that is what you are looking for.

Your appointment (in-person or phone call) will generally last 20 to 30 minutes. You can expect the BHOP to provide brief, solution-focused assessments to help you improve your target area.

As with all health care providers, communication with the IBHC or BHCF may not be entirely confidential. For Active Duty patients, they are obligated to report the disclosure of any information that may detrimentally impact the mission

### Behavioral Health Care Facilitator (BHCF)

This position is usually a registered nurse with specialty training in the Care Management Model. The BHCF will contact you by phone to check in on how you are doing with your medication for either depression, anxiety, or PTSD symptoms.

#### SUPPORT PATIENTS VIA REGULARY SCHEDULED PHONE CONTACTS

##### DEPRESSION, ANXIETY & PTSD

- Referred by PCMs when you are prescribed medication for the above conditions
- Receive information about your chief concern and treatments
- Become motivated to be a proactive member of your treatment team
- Receive recommendations or suggestions to overcome treatment barriers
- Address any medication side effects
- Develop self-management goals with you

### Internal Behavioral Health Consultant (IBHC)

This is a clinical psychologist or social worker with specialty training in Primary Care Behavioral Health who works as a member of the primary care team. The IBHC focuses on symptoms that may be interfering with your current functioning, and help you develop a plan to address those symptoms and improve your quality of life.

#### CONSULTATION EDUCATION SELF-MANAGEMENT STRATEGIES

- Alcohol Use/Abuse
- Anger
- Anxiety/Panic Disorder
- Bereavement
- Chronic conditions—depression, diabetes, eating disorders, headaches, PTSD, hypertension, IBS, insomnia, chronic pain
- Children—ADHD, parenting interventions
- Behavioral/Cognitive Strategies
- Goal-setting and relapse prevention
- Relationships
- Communication
- Sexual Problems
- Stress and Relaxation
- Smoking Cessation
- Weight loss/management



**Location:** 56<sup>th</sup> Medical Group, 7219 N. Litchfield Road, Bldg 1130, 2<sup>nd</sup> Fl

**Hours of Operation:** 0730 - 1630 Monday – Friday with the exception of every 3<sup>rd</sup> Wed: 1200-1630

**Phone:** (623) 856-7579

The Mental Health Flight is comprised of four different elements: [Mental Health, Alcohol and Drug Abuse Prevention and Treatment Program](#) (ADAPT), the [Family Advocacy Clinic](#) (FAP), and [Resiliency and Prevention Programs](#).

The Mental Health Flight is located in building 1130 on the 2<sup>nd</sup> floor. Services are offered to Active duty personnel, TRICARE Prime beneficiaries, retirees and family members. The clinic is open Monday-Friday from 0730-1630 hours. For more information regarding services listed, call (623) 856-7579

### **Services provided**

Individual therapy

Group therapy

Emergency assessments/interventions

Clearances and evaluations (as required by other programs)

Outreach and Prevention

Stress Management/Living Well

Disaster Mental Health

Suicide Prevention

Substance abuse education, assessments and rehabilitation

Family maltreatment evaluation and intervention

New Parents Support

Resiliency Outreach & Education

Family Outreach and preventions classes

### **Mental Health Clinic**

Services offered in the Mental Health Element include individual, group, and psychoeducational treatment for stress, anxiety, depression, adjustment difficulties and other psychological concerns. Military evaluations for special clearances or duty are arranged as required by AF Instruction or policy. Currently, Mental Health services are only offered to Active Duty members and Guard and Reserve members on active orders. Mental Health Clinic personnel can assist non-eligible members in finding appropriate mental health services on-base and within the community.

### **Program Materials**

[CDE & LPSP Brochure](#)

[Mental Health Service Tri-fold](#)

TriWest/United Healthcare Mental Health Services (off-base services) –

<https://www.uhcmilitarywest.com/FindAProvider/>

**Location:** 56<sup>th</sup> Medical Group, 7219 N. Litchfield Road, Bldg 1130, 2<sup>nd</sup> Fl

**Hours of Operation:** 0730 - 1630 Monday – Friday with the exception of every 3<sup>rd</sup> Wed: 1200-1630

**Phone:** (623) 856-7579

The Air Force recognizes alcoholism as a preventable, progressive, treatable, and non-compensable disease that affects the entire family. The ADAPT Clinic provides prevention, substance abuse education, assessments and rehabilitation.

### **Services provided**

Substance Abuse Evaluation and outpatient treatment for active duty

Referrals for medical detoxification and rehabilitation at local civilian hospitals

Individualized Education via Alcohol Brief Counseling (ABC) sessions, for non-diagnosed clients.

### **Program Materials**

[ADAPT Brochure for Commanders, First Sergeants and Supervisors](#)

[Commanders-ADAPT referral Form](#)

[Supervisors-Substance Abuse Assessment](#)

### **Family Advocacy Program (FAP)**

**Location:** 56<sup>th</sup> Medical Group, 7219 N. Litchfield Road, Bldg 1130, 2<sup>nd</sup> Fl

**Hours of Operation:** 0730 - 1630 Monday – Friday with the exception of every 3<sup>rd</sup> Wed: 1200-1630

**Phone:** (623) 856-3417

The Family Advocacy Program is designed to identify, report, assess, and treat family maltreatment by providing clinical intervention for family members as well as provide victims with 24 hour access to services. Other programs within Family Advocacy include: New Parent Support Program and Outreach and Prevention Services. The following is a brief overview of some of the programs offered at Family Advocacy:

### **Services provided**

Family maltreatment evaluation and intervention

24 Hour Domestic Abuse Victim Advocacy ([302-789-3355](tel:302-789-3355))

Outreach and Prevention Classes

    Anger Management

    Parenting Classes

    Couples Enrichment

New Parents Support Program

Individual and Family Prevention Counseling

### **Program Materials**

[Central Registry Board \(CRB\) Information](#)

[Family Advocacy Program Brochure](#)

[Domestic Abuse Victim Advocate \(DAVA\) Brochure](#)

**New Parent Support Program (NPSP):**

The thrill of a new baby is one of life's most wonderful and challenging experiences. However, parenthood is the role we are least prepared for. The New Parents Support Program's goal is to ease the transition by providing education and support to parents during the pregnancy, birth and up through the first 36 months of childhood. The Family Advocacy Nurse or Social Worker provides home visits, telephone contacts, referrals and consultations. These programs are primarily for active duty or new or expectant parents and those with children ages 0-36 months. Retirees are welcome on a space availability basis.

**Outreach and Prevention Services:**

These services are to promote healthy family relationships through education and support. Services include: parenting education, anger management, and couples communication classes, special theme events for; domestic violence awareness month, teen dating violence awareness month, and child abuse prevention month. Unit briefings and trainings on family violence, prevention of maltreatment in families and Family Advocacy Program and services are available upon request. Anger Management Group covers several areas of discussion including: recognizing and controlling anger, learning to listen to others, feelings and communication, becoming an assertive person, and negotiating conflicts. Finally, the couples communication class (PREP) focus on improving couples communication skills, and enhancing intimacy in relationships. All couples are welcome.

**Resiliency and Prevention Programs****Suicide Prevention Program**

The AF Suicide Prevention Program is designed to raise awareness about suicide, strengthen the Wingman culture, and promote resiliency.

## Luke AFB

Airmen Against Drunk Driving (AADD): 623-856-2233

Airmen & Family Readiness Ctr:  
623-856-6550

Alcohol Drug Abuse Prevention & Treatment (ADAPT):  
623-856-4433

Behavioral Health Optimization Program (BHOP): 623-856-2273

Chapel: 623-856-6211

Family Advocacy Program: (FAP):  
623-856-4433

In-Transition: 800-424-7877

Mental Health Clinic:  
623-856-7579 Walk-In Hrs 0730-1600 - If crisis occurs after hrs, please escort member to ER or call 911. On call MPH is available for CC/CCF consultation.

Military & Family Life Consultant (MFLC): 623-258-4123

National Suicide Prevention Life-line: 800-273-TALK (8255)

Sexual Assault Response (SARC):  
623-856-4878



### Ask your wingman

- Have the courage to ask the question, but stay calm
- Ask the question directly: Are you thinking of killing yourself?

### Care for your wingman

- Calmly control the situation; do not use force; be safe
- Actively listen to show understanding and produce relief
- Remove any means that could be used for self-injury

### Escort your wingman

- Never leave your buddy alone
- Escort to chain of command, Chaplain, behavioral health professional, or primary care provider
- Call the National Suicide Prevention Lifeline



U.S. AIR FORCE

**Mental Health  
Command Directed  
Evaluation (CDE)  
&  
Limited Privilege  
Suicide Prevention  
(LPSP) Program**

*Luke Air Force Base  
Mental Health Clinic*

COMM: 623-856-7579  
DSN: 896-7579



## CDE

### EMERGENCY CDEs

If you believe one of your members is experiencing active suicidal or homicidal thoughts you should proceed with the following steps:

- Strongly encourage the member to be seen immediately at the Mental Health Clinic (MHC) (or closest hospital if after duty hours/weekend). If the member is willing to be seen voluntarily, Commanders (CC) should ensure the member is escorted to the evaluation.
- If the member refuses to seek treatment, consult with MHC. A Mental Health Provider (MHP) will determine if the situation warrants an emergency CDE.
- If the member is not willing to present to the clinic or a civilian hospital, please call 911 or Security Forces in order to ensure that s/he will be taken to a civilian hospital for evaluation.

A CC, a supervisor, or a senior enlisted member (designated by the commander) can order an emergency CDE. A supervisor is an officer within or out of a member's official chain of command, or civilian employee in a grade level comparable to an officer, who: exercises supervisory authority over the member owing to the member's current or temporary duty assignment or other circumstances of the member's duty assignment; and is authorized due to the impracticality of involving an actual commanding officer in the member's chain of command to direct an CDE IAW DODI 6490.04.

Once the evaluation is complete, you will receive same day verbal feedback and next day written feedback from the MHP regarding safety concerns.

A CC cannot order a member into a MH inpatient facility; only a MHP or physician with admitting privileges can involuntarily commit.

### ROUTINE CDEs

A routine CDE is useful when commanders have a military need to know of member's mental status.

Things commanders should consider before initiating a CDE:

- Is there documentation of work related/ impacting problems?
- Has disciplinary action been initiated?
- Are you considering administrative separation?

Typical questions that can be answered by conducting a CDE:

- Is this person suffering from a mental disorder which renders him/her unfit or unsuited for continued military service?
- Is this person suffering from a condition which makes him/her unreliable or have questionable judgment for special levels of clearance (i.e. flying duty, carrying weapons, top secret security clearance, PRP, etc.)?
- Is mission effectiveness compromised by this person's mental disorder?
- Is this person suffering from a condition which would explain his/her unreliable/ inappropriate behavior?
- What is the likelihood that this person could function effectively if treatment was given?

If you have this situation and would like to pursue a routine CDE, you should proceed with the following steps:

- Consult with the MHC to determine if a CDE is appropriate.
- The MHC will provide an appointment date and time, typically within 7 days.
- CCs will advise the member that s/he is command directing them for an evaluation and provide them with date and time of their appointment.

## LPSP

**What is LPSP?** The LPSP program is designed to assist members who because of the stress of impending disciplinary action under the UCMJ, pose a genuine risk of suicide. It provides limited protection with regards to information revealed in or generated by their clinical relationship with MHPs. While in this program, such information cannot be used in the existing or any future UCMJ action or when deciding characterization of service in a separation.

**What does this mean?** Once placed on LPSP, communications with the MHC are protected. In other words, legal investigative agencies including OSI, SFS, and JAG cannot use anything discussed with the MHC against the member in current or future UCMJ action/ characterization for discharge. The intent of AFI 44-109 is that this added privacy will allow members who are under investigation and/or UCMJ action and who pose a risk for suicide to feel safe and confident with their MHP to talk about legal problems and any other related issues.

**What are the limits to the privilege?** This does not apply to other purposes authorized by law. Commanders or other AF investigators may access MH records to help decide appropriateness for security clearance, PRP program eligibility, etc. There are other exceptions. The MHP will report certain information to appropriate agencies or take action to ensure your safety or the safety of others.

These exceptions to privilege include: communications of child or spouse abuse or neglect

- Threat/intent of harm to self of others
- intent to commit a future crime
- hazardous behavior patterns that can impact mission and safety/security of military personnel, property, or classified information



## Helping Resources

Alcohol Drug Abuse Prevention & Treatment  
623-856-3194

Airmen & Family Readiness Center:  
623-856-6550

Behavioral Health Optimization Program  
(BHOP): 623-856-2273

Chapel: 623-856-6211

Civilian Personnel Office (CPO):  
623-856-2120

Domestic Abuse Victim Advocate:  
602-789-3355

Family Advocacy Program: 623-856-3417

In-Transition: 800-424-7877

Legal Assistance: 623-856-6701

Mental Health Clinic : 623-856-7579

Military & Family Life Consultant (MFLC):  
623-258-4123

Military One Source: 800-342-9647

National Suicide Prevention Lifeline:  
800-273-TALK (8255)

Sexual Assault Response (SARC):  
623-856-4878

For information on increasing resiliency skills or assisting Airmen in distress, please visit the Airmen's Guide: <http://www.airforcemedicine.af.mil/AirmansGuide>



### Ask your wingman

- Have the courage to ask the question, but stay calm
- Ask the question directly: Are you thinking of killing yourself?

### Care for your wingman

- Calmly control the situation; do not use force; be safe
- Actively listen to show understanding and produce relief
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### Escort your wingman

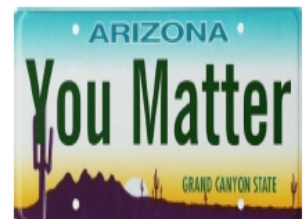
- Never leave your buddy alone
- Escort to chain of command, Chaplain, behavioral health professional, or primary care provider
- Call the National Suicide Prevention Lifeline

56<sup>th</sup> Medical Group  
7219 N. Litchfield Rd  
Bldg 1130  
Luke AFB, AZ 85309

**Mental Health Flight**  
**56<sup>th</sup> Medical Group**  
**Luke AFB, Arizona**



**Hours of Operation:**  
**Mon - Fri 0730-1630**  
**Walk-in hours 0730-1600**  
**Duty phone: 856-7579**  
*(After Hours Emergency: 911/ER)*



*Seeking assistance is a  
sign of strength; you  
don't have to carry the  
"burden" alone,  
let us help.*



## Mental Health Clinic

Services offered in the Mental Health Element include individual, group, & psychoeducational treatment for stress, anxiety, depression, adjustment difficulties and other psychological concerns.

Military evaluations for fitness for duty and special clearances are arranged as required by AF Instruction or policy.

### Population Served:

Currently, Mental Health services are only offered to Active Duty members and Guard and Reserve members on active orders. Retirees and dependents are welcome when space is available.

Mental Health Clinic personnel can assist non-eligible members in finding appropriate mental health services on-base and within the community.

## Family Advocacy Program

The Family Advocacy Program is designed to identify, report, assess, and treat family maltreatment by providing clinical intervention for family members as well as provide victims with 24 hour access to services.

Other programs within Family Advocacy include: New Parent Support Program and Outreach and Prevention Services. The following is a brief overview of some of the programs offered at Family Advocacy:

### New Parent Support Program:

The thrill of a new baby is one of life's most wonderful and challenging experiences. However, parenthood is the role we are least prepared for. The New Parents Support Program's goal is to ease the transition by providing education and support to parents during the pregnancy, birth and up through the first 36 months of childhood. The Family Advocacy Nurse or Social Worker provides home visits, telephone contacts, referrals and consultations. These programs are primarily for active duty or new or expectant parents and those with children ages 0-36 months. Retirees are welcome on a space availability basis.

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These services are to promote healthy family relationships through education and support. Services include: parenting education, anger management, and couples communication classes, special theme events for; domestic violence awareness month, teen dating violence awareness month, and child abuse prevention month.

Unit briefings and trainings on family violence, prevention of maltreatment in families and Family Advocacy Program and services are available upon request. Anger Management Group covers several areas of discussion including: recognizing and controlling anger, learning to listen to others, feelings and communication, becoming an assertive person, and negotiating conflicts.

Finally, the couples communication class (PREP) focus on improving couples communication skills, and enhancing intimacy in relationships. All couples are welcome.

### Population Served:

Active Duty, Retirees and dependents are welcome when space is available. Please call to inquire about our availability.



## Alcohol and Drug Abuse Prevention and Treatment Program (AD ONLY)

The Air Force recognizes alcoholism as a preventable, progressive, treatable, and non-compensable disease that affects the entire family. The ADAPT Clinic provides prevention, substance abuse education, assessments and rehabilitation.

### ADAPT Services:

- Substance Abuse Evaluation and outpatient treatment for active duty
- Referrals for medical detoxification and rehabilitation at local civilian hospitals
- Individualized Education via Alcohol Brief Counseling (ABC) sessions, for non-diagnosed clients.

## ADAPT Completion and Program Failure Requirements

What is successful completion of ADAPT?

- Return to World Wide Qualified Status
- Improved family and work dynamics

What is an ADAPT Program failure?

- IAW AFI 44-121, paragraph 3.23.2, the Treatment Team determines that a member has failed the ADAPT program when he or she has demonstrated a pattern of unacceptable behavior, to include the following:
  - The member displays an inability or unwillingness to comply with his or her treatment plan
  - The member is involved in alcohol and/or drug related incidents after receiving initial treatment
  - The determination that a member has failed treatment is based on the member's repeated failure to meet and maintain Air Force standards (behavior), rather than solely on the use of alcohol

What happens when a member fails the ADAPT Program:

- Members determined to have failed the ADAPT program are considered for administrative separation by the commander IAW AFI 36-3207 and AFI 36-3208.

## Profiles

All ADAPT members diagnosed with substance abuse or substance dependence receive a profile:

- A profile is entered into the ASIMS system, using AF Form 469 Duty Limiting Condition report, indicating the member is not worldwide qualified
- Profiles will not be released to allow for deployment, TDY or PCS
- If the commander believes mission requirement overrides the medical needs of the member and deployment is necessary, the ADAPT Program Manager will advise the commander of the risks involved
- Profiles are reviewed monthly by the ADAPT Program Manager to determine the appropriateness for continuation or termination (IAW AFI 48-123)

## Prevention Briefings

- First Term Airman & Key Leader briefings
- Health Fairs
- That Guy Information
- Commander's Calls

The Alcohol and Drug Abuse Prevention and Treatment (ADAPT) Program

WHAT  
COMMANDERS  
FIRST SERGEANTS  
&  
SUPERVISORS  
NEED TO KNOW



**U.S. AIR FORCE**

*Luke Air Force Base*  
*ADAPT Program*

COMM: 623-856-7579  
DSN: 896-7579

7219 N. Litchfield Rd./Bldg 1130  
COMM: 623-856-7579  
DSN: 896-7579



## Purpose

- To promote readiness, health and wellness through the prevention and treatment of substance abuse
- To minimize the negative consequences of substance related mishaps to the individual, family, and organization
- To provide comprehensive education and treatment to individuals who experience problems attributed to substance abuse
- To return substance abuse patients to world wide qualified status or assist them in their transition to civilian life

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## Referrals

### Self-Identification:

- Members are encouraged to seek assistance from the Unit Commander, First Sergeant, Substance Abuse Counselor, or a military medical professional
- Self identification for assistance minimizes the potential for adverse administrative action

### Commander's Identification &

#### Responsibilities:

- Commanders **WILL** refer all service members for assessment when substance use is suspected to be a contributing factor in any incident, or when notified by medical personnel (IAW AFI 44-121)

### Assessment for Civil Service Employees:

- Management can request an assessment/medical evaluation to be performed by ADAPT to determine if employee has a substance abuse problem

## Active Duty Treatment

### Alcohol Brief Counseling (ABC):

- Comprised of education and prevention services, and an individualized change plan
- ABC provided by an ADAPT technician or Certified Alcohol and Drug Addictions Counselor (CADAC)
- All active duty members enrolled in ADAPT receive ABC, unless the treatment manager determines it is not warranted

### Level I Treatment:

- Individualized case management, treatment planning, and counseling services
- Group psycho educational services
- Encouragement and recommendation to participate in 12-step recovery groups
- The length of treatment varies based upon individual needs, the member's response to treatment, and progress toward treatment goals

### Completion of Level I Treatment:

- Members continue to be encouraged to participate in 12-step recovery groups
- The member will be transitioned into the ADAPT Aftercare Program based upon the member's history and risk factors, clinical diagnoses, psychological and/or physiological health considerations

### Level II Treatment and higher:

- Luke AFB does not offer treatment beyond Level I
- Members needing more intensive services are referred to an off-base network programs
- Upon discharge from that program, members enter the ADAPT Aftercare program, unless the treatment manager determines continued active care is necessary to finish meeting initial goals
- Members are required to participate in 12-step recovery groups

## Available Services

### For Active Duty:

- Substance abuse assessment and education
- Level I outpatient treatment
- Flight medicine/primary care consultation, referral to inpatient detoxification services, or referral to intensive outpatient treatment/partial hospitalization
- Aftercare Outpatient Counseling

DOD Civilian employees receive one initial assessment and referral service without cost

Retirees and dependents receive services off-base, as authorized in their insurance plan

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## Treatment Team Meetings (TTM)

TTM members: Commander and/or First Sgt, Supervisor, ADAPT Staff, and consultation with primary care managers to guide the clinical course of the treatment

TTMs are held: Upon Level I/Aftercare treatment entry and termination (and quarterly), network facility discharge, and upon program failure

Commanders often wear "two hats," one is supportive and the other administrative



## ALCOHOL AND DRUG ABUSE PREVENTION AND TREATMENT (ADAPT) EVALUATION OF ACTIVE DUTY AIR FORCE PERSONNEL

The following is extracted from AFI 44-121, in order to provide guidance on when an ADAPT referral is appropriate:

3.7.2.1. In accordance with this instruction and applicable DoDIs, a unit CC will refer all service members for assessment when substance use or misuse is suspected to be a contributing factor in any misconduct, e.g., driving under the influence (DUI)/driving while intoxicated (DWI), public intoxication, drunk and disorderly, spouse/child abuse and maltreatment, underage drinking, positive drug test, or when notified by medical personnel under paragraph 3.7.3 of this instruction. CCs who fail to comply with this requirement place members at increased risk for developing severe substance problems and jeopardize the mission.

If you have any questions regarding the appropriateness of an ADAPT referral, please call 896-3194/7579 to speak with the ADAPT staff.

|   |  |  |
|---|--|--|
| <b>TO: 56 MDOS/SGOW</b>   | <b>FROM:</b>   | DATE   |
| NAME (Last, First, Middle Initial) and SSN  |  | GRADE  |
| LENGTH OF SERVICE   | LENGTH OF TIME IN ORGN   | LENGTH OF TIME ON BASE   |
| DUTIES OR JOB DESCRIPTION IN ORGANIZATION   | DESCRIPTION OF DUTY PERFORMANCE (How well performed)<br><input type="checkbox"/> GOOD <input type="checkbox"/> AVERAGE <input type="checkbox"/> POOR |  |
| NAME OF SUPERVISOR  | DUTY SECTION   | PHONE NUMBER   |
| PLEASE DESCRIBE THE INCIDENT AND BEHAVIOR OF INDIVIDUAL LEADING TO REFERRAL. PLEASE PROVIDE COPIES OF ANY DOCUMENTATION THAT MIGHT HELP US ACCURATELY ASSESS IF THIS INDIVIDUAL HAS AN ALCOHOL USE PROBLEM (Please include any police/blotter reports, MFR's, LOR's/LOC's, etc.):<br>DATE OF INCIDENT _____   |  | TYPE OF INCIDENT<br>Multiple answers "ok"<br><br>DUI/DWI <input type="checkbox"/><br>ARREST <input type="checkbox"/><br>ACCIDENT <input type="checkbox"/><br>REPORTING TO WORK UNDER THE INFLUENCE <input type="checkbox"/><br>MINOR IN CONSUMPTION <input type="checkbox"/><br>DOMESTIC VIOLENCE <input type="checkbox"/><br>SELF ID <input type="checkbox"/> |
| HAS THE MEMBER HAD A PREVIOUS SUBSTANCE ABUSE RELATED INCIDENT?<br>*YES NO<br><br>*IF YES; where were previous incidents?   |  | DATE OF LAST INCIDENT(S):  |
| PAST ADMINISTRATIVE ACTIONS: (Please include any <u>copies</u> of the following that will aid in the evaluation.)<br><br><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> PRIOR COUNSELING (MFR's/LOC's/LOR's/ART 15/)<br><br><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> CHANGE OF DUTY AND/OR SUPERVISOR (Times / Date)<br><br><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Other attempts the unit has made to help change his/her behavior |  |  |
| _____<br>Commander or 1 <sup>st</sup> Sgt Signature   |  |  |
| Information contained on this form is subject to the Privacy Act of 1974 and will not be disclosed to the public without prior consent of the individual(s) concerned.  |  |  |

Date: \_\_\_\_\_

## Substance Abuse Assessment -- Supervisor Interview

Supervisor's Name: \_\_\_\_\_ Rank/Grade: \_\_\_\_\_

Unit assigned: \_\_\_\_\_ Duty title: \_\_\_\_\_ Phone: \_\_\_\_\_

In reference to (rank/name of person referred to ADAPT): \_\_\_\_\_

1. How long have you supervised this person? \_\_\_\_\_
2. How long have you known this person? \_\_\_\_\_
3. Describe in your own words what you know about the incident or the information that led to this referral? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. What has the member told you about the incident or reasons for coming to the ADAPT program? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. How has the member responded to the incident or reason for referral or any related action taken as a result of the incident? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. Describe member's duty performance. What changes (if any) have you noticed? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- a. Strengths: \_\_\_\_\_

- b. Weaknesses: \_\_\_\_\_

7. Describe member's attitude at work: \_\_\_\_\_  
\_\_\_\_\_

8. Describe what rumors have you heard about member's drinking or his /her behavior when under the influence of substance?  
\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_

9. To your knowledge, which of the following apply to the member? (mark all that apply)

- |  |  |
|--|--|
| <input type="checkbox"/> <i>Deteriorating duty performance</i> | <input type="checkbox"/> <i>Unexplained or frequent absences</i> |
| <input type="checkbox"/> <i>Frequent errors in judgment</i>    | <input type="checkbox"/> <i>Financial difficulties</i>           |
| <input type="checkbox"/> <i>Arrest or legal problems</i>       | <input type="checkbox"/> <i>Health problems</i>                  |
| <input type="checkbox"/> <i>Violent behavior</i>               | <input type="checkbox"/> <i>Dramatic mood swings</i>             |
| <input type="checkbox"/> <i>Suicidal / homicidal thoughts</i>  | <input type="checkbox"/> <i>Increased use of alcohol</i>         |
| <input type="checkbox"/> <i>Memory loss</i>                    | <input type="checkbox"/> <i>Morning drinking</i>                 |

10. Have you ever addressed the member's drinking or other substance use? Please explain.

---

---

---

11. Describe what you know about member's family. Are there any problems or concerns that you are aware of? \_\_\_\_\_

---

---

12. Has the member's spouse or significant other ever contacted you or the unit to express concerns about member's substance use or behavior? \_\_\_\_\_

---

---

13. Describe any other issues that may be affecting the member?

---

---

14. Do you think member has a substance abuse problem?    Yes    No

15. What intervention do you recommend be taken on behalf of the member?

---

---

\_\_\_\_\_  
Supervisor's Signature

\_\_\_\_\_  
ADAPT Technician's Signature / Date

**For ADAPT office use only after form is received back from supervisor:**

Pt rank/name: \_\_\_\_\_

Pt DOB: \_\_\_\_\_

Pt SSN: \_\_\_\_\_

Assessment date: \_\_\_\_\_

Page 2 of 2

## Central Registry Board (CRB) Information

CRB Training must be completed by all CRB members prior to sitting on the CRB. You will need this training prior to attending your first CRB. This is required for voting privileges. CRB members who do not complete the training are unable to vote at the CRB. Training is completed initially prior to the member's first time attending a CRB meeting, then again annually.

Required CRB training is accomplished via the internet. The on-line CRB Training Center provides training that outlines the CRB purpose/ procedures, roles of the CRB members, and explains the definitions/ types of family maltreatment incidents encountered at the CRB meetings.

The CRB Training Center site is found via Air Force FAPNet:

<https://www.airforcefap.af.mil/skins/affap/display.aspx?moduleid=d3be24c4-d631-48a0-a4b2-018af9c01c0f&mode=user&action=LaunchMaterial>

### Opening the CRB Meeting

- A quorum of 2/3 of the 7 members is required
- All CRB members (including Squadron Representatives) must be certified (have proof of training in CRB and the new maltreatment definitions) prior to participation.
- The chairperson opens each meeting with a confidentiality reminder.

### The CRB Process:

The Squadron Representative(s) (CC and/or first Sergeant) enters the room and sits toward the opposite end of the table from the Chairperson. The chairperson will ensure that Squadron Representative have been introduced to members of the CRB, prior to the beginning of the case discussion.

- The Family Advocacy Officer (FAO) reads the type of maltreatment and identifies the alleged victim and alleged offender while the Family Advocacy Program Assistant (FAPA) loads this information into the automated decision tree.
- The Chairperson asks the squadron representative to open the discussion by telling the Board how he/she heard about the allegation, what has taken place since that time, and what action (if any) has been taken on behalf of the family.
- The Squadron CC is followed by law enforcement reports, OSI, and JA regarding the details of the incident/allegation. The FAO then adds any additional or different information regarding the incident collected during the FAP assessment.
- The Chairperson then commences the CRB automated decision tree.

### Family Advocacy Program

56 MDOS/SGOW  
7219 N. Litchfield Rd  
Bldg 1130  
Luke AFB, AZ, 85309

Phone: 623-856-3417

Fax: 623-856-4433





**The New Parent Support Program (NPSP)** is one of FAP's Prevention Outreach Programs. The goal of NPSP is to support, educate and prepare parents for their new roles and to promote positive healthy families. New stepparents, and those adopting, are also encouraged to participate. Services are provided during pregnancy and after the baby comes home, up to 36 months of age.

### WHO IS ELIGIBLE?

All **TRICARE** eligible beneficiaries

### WHAT SERVICES ARE OFFERED?

- Home visits by a Registered Nurse or Licensed Clinical Social Worker
- Education on pregnancy and all aspects of baby and toddler care
- Safety and child proofing your home
- Baby care basics and support
- Free books and educational materials
- Classes for expectant parents:  
Passport To Parenthood &  
Dads: The Basics

### WORKSHOPS & SUPPORT GROUPS:

Bundles for Babies Workshop 623-856-6550  
First Steps Program 623-856-3417  
DADS 101 623-856-3417  
Nature to Nurture Support Group 623-856-3417

## WHAT FAMILY ADVOCACY CAN DO FOR YOU

- Support services for concerns of domestic violence
- Restricted or Unrestricted Reporting of domestic violence
- Domestic violence and child abuse education
- Information and referrals to on base and off base resources
- Support and education for families with babies 0-36 mos of age
- Parenting support and educational classes
- Anger and stress management skills building

**To learn more about the 56 MDG upcoming Family Advocacy Program classes call us!**

**Luke AFB Family Advocacy  
632-856-3417**

**We offer classes to help with...**

- Parenting
- Healthy Marriages
- Anger Management
- Better Communication
- Managing Stress
- ...and more!

**FAMILY ADVOCACY PROGRAM (FAP)**

LUKE AIR FORCE BASE

**OUR SERVICES ARE DESIGNED TO STRENGTHEN AIRMEN AND AIR FORCE FAMILIES TO MEET THEIR CHALLENGING AND CHANGING ROLES IN TODAY'S MILITARY**

**Contact FAP:**

56 MDOS/SGOW  
7219 N Litchfield Road  
Bldg 1130  
Luke AFB, AZ 85309

Phone: 478-327-8398  
Fax: 478-327-8426

## WHO IS FAMILY ADVOCACY ?

The mission of the Air Force (AF) Family Advocacy Program (FAP) is to build healthy Air Force communities by developing and implementing programs designed to prevent and treat partner and child maltreatment.

The AF FAP components:

- Outreach and Prevention
- Maltreatment Intervention

### *Outreach Prevention*

Provides voluntary, free programs (with no documentation) which are designed to enhance family life by promoting wellness, safety, and support. All services are available to active duty members, spouses, and their children. Most programs are also open to civilians with base access. Programs include:

- Parenting classes
- Anger management
- Stress management
- Healthy relationship strategies for couples and singles
- Individual and couples therapy
- Family violence community education



## *Maltreatment Intervention*

AF Instruction 40-301 requires active duty, civilian, and contract employees to report all suspected partner or child abuse to Family Advocacy.

When family maltreatment does occur, FAP intervenes to ensure all family members are safe and stop any further harm so the cycle of abuse is interrupted.

Treatment is provided in a variety of ways, which include individual therapy, couple's therapy, and parenting intervention. Treatment will often focus on recognizing signs and symptoms of stress, anger, and family conflict.



## DOMESTIC ABUSE VICTIM ADVOCATE (DAVA)

Resource for adult victims of domestic abuse in the military community. Services include:

- Emotional Support
- Safety Planning & Risk Assessment
- Connecting to Community Resources
- Accompaniment services to appointments
- Liaison to Commanding Officer

## FAMILY ADVOCACY SAFETY EDUCATION SEMINAR (FASES)

Educational class providing information on positive parenting, anger and stress management techniques, discipline strategies, and effective couple communication.

Goals:

- Enhance mission readiness by reducing family violence
- Promote healthy relationships and family functioning for those with maltreatment allegations
- Prevent escalation of family violence for families identified as "at risk"

## What is Domestic Violence?

### Domestic Violence is...

- A pattern of controlling behavior that consists of physical, sexual, verbal and emotional abuse. Creating fear is a major part of domestic violence.
- Committed by one intimate partner against another, including in current or former married or cohabitating relationships.
- A learned behavior chosen by one partner to control the thoughts, beliefs and conduct of their partner; the victim is forced to change her/his behavior in response to the abuse.
- Directed at a particular victim, but it also victimizes children, families, strangers and the community.

### Domestic Violence is NOT...

- A one-time event; it is a pattern of abuse. It will not go away without help.
- An anger problem.
- Caused by stress, alcohol abuse or drug use.
- The victim's fault.



### Luke Air Force Base Family Advocacy Program

7219 N. Litchfield Road  
Luke AFB, AZ 85309

Office: 623.856.3417  
24/7 DAVA Emergency Line: 602.789.3355

Luke Air Force Base

Family Advocacy  
Program



Domestic Abuse  
Victim Advocate

**24/7 Emergency Line**

**602.789.3355**



## The Role of the Domestic Abuse Victim Advocate

A Domestic Abuse Victim Advocate (DAVA) is a trained professional who provides non-clinical advocacy services, supporting domestic abuse victims. The DAVA is on-call 24 hours a day/7 days a week to provide crisis intervention, safety planning, support, assistance in securing medical treatment for injuries, information on legal rights and proceedings, and referrals to military and civilian resources. The on-call DAVA will empower you to make informed and independent decisions to support you through this process.

### The victim advocate ...

- Is here to listen
- Is here to help you identify your options
- Is here to discuss steps
- Is here to help you discover your own strengths
- Is here to help you learn to choose
- Is here to provide support

If you, or someone you know, is experiencing violence or you fear you may become violent in your relationship, help is available. Call your local Family Advocacy Program or domestic abuse victim advocate for assistance.



### What Services Can I Expect from the DAVA?

- Crisis intervention and non-clinical support
- Safety assessment and planning
- Information on the Transitional Compensation Program
- Coordination of emergency services; transportation, housing, food, etc.
- Assistance in obtaining protective orders
- Accompaniment throughout the medical, investigative and legal processes
- Representation of victims' interests at Family Advocacy Case Review Committee meetings
- Information and referral

### How can I protect myself and my children?

- Create a Safety Plan; A DAVA can help.
- Have an emergency kit with money, medical cards, checkbook, car keys, birth certificates and other I.D., pay stubs, medicine and important phone numbers.
- Plan an escape route out of your home; teach it to your children.
- Know your resources (e.g., shelter, transportation and money)
- Ask family, friends and others for help
- Call the police or have someone else call
- Get medical help if you have injuries
- Discuss available safety measures with the DAVA, including a Military and Civilian Protective Order

### What are my Options for Reporting Domestic Abuse?

Airmen, and Family members who experience domestic abuse are encouraged to report the incident to a DAVA to access the full range of supportive services, including:

**Restricted Reporting** – Allows adult victims the option to report an incident to specified individuals, such as FAP, DAVA, and Medical Providers without initiating the investigative process or notifying the offender's Chain-of-Command. The Victim will receive medical treatment, advocacy and counseling, and DAVA services. The victim maintains control of how services are received and it allows for time to make an informed decision. The victim can change restricted reporting to unrestricted at anytime.

**Unrestricted Reporting** – Allows adult victims to receive the full range of advocacy services. A victim who desires an official investigation into an incident of domestic abuse should make an unrestricted report using the appropriate reporting channels, including the chain-of-Command, FAP, or law enforcement. Upon notification of a reported domestic abuse incident, DAVA services and FAP intervention services are offered. In addition, with an unrestricted report, a victim can request a forensic medical examination with a health-care provider in coordination with a criminal investigation. This option allows the widest range of rights and protections to the victim.

### Am I Eligible for Restricted Reporting?

The Domestic Abuse Restricted Reporting Option is available to Airmen, Family member spouses, and intimate partners who are eligible for a military-issued identification card and eligible to receive military medical treatment.

### Are There Exceptions to Restricted Reporting?

Safety is of the utmost importance, thus exceptions to the Restricted Reporting Policy do exist to prevent or lessen a serious threat to the health/safety of the victim or others. Your DAVA will explain in detail the exceptions and eligibility requirements for restricted reporting.





## MILITARY AND FAMILY LIFE COUNSELOR PROGRAM

Military families face unique challenges. They may struggle with issues such as deployment-related stress, reintegration and pressures of managing parenting and finances while a loved one is deployed.

To support military families facing these or additional challenges, the MFLC program:

- » Provides short-term, non-medical counseling services to service members and their families at no cost
- » Provides psycho-education to help military service members and their families understand the impact of deployments, family reunions following deployments and other stresses related to the military life
- » Augments existing military support services
- » Offers flexible service delivery
- » Can provide services on or off of military installations
- » Can provide services to individuals, couples, families and groups

With the exception of child abuse, domestic abuse and duty to warn situations services are private and confidential.

## ABOUT MILITARY AND FAMILY LIFE COUNSELORS

- » Masters or Doctorate-level licensed counselors
- » Work with families, individuals, couples and children
- » Work with existing military and family support programs to complement services provided

## NON-MEDICAL COUNSELING SERVICES

### Life skills

- » Anger management
- » Communication
- » Relationship issues
- » Conflict resolution
- » Parenting
- » Decision-making skills

### Military lifestyle

- » Deployment stress
- » Coping skills
- » Homesickness
- » Relocation adjustment
- » Reintegration
- » Separation
- » Building resiliency
- » Sadness, grief and loss



[Luke AFB Adult MFLC](#)  
623-238-0565



## WHO ARE CYB-MFLCs AND WHAT DO THEY DO?

CYB-MFLCs are

- » Masters or Doctorate-level licensed counselors specializing in child and youth behavioral issues
- » Available at no cost to assist children and youth, parents, family members and staff of child and youth programs
- » Available to provide short-term, non-medical counseling support

Services are private and confidential with the exception of child abuse/neglect, domestic abuse and other duty-to-warn situations.

## HOW DO CYB-MFLCs MAKE A DIFFERENCE?

CYB-MFLCs provide a wide range of support to military children and youth, family members and staff who work with children by

- » Engaging in activities with children and youth
- » Providing behavioral interventions in classrooms, at camps and in Child Development Centers to assist staff in setting and managing boundaries
- » Modeling behavioral techniques and providing feedback to staff
- » Being available to parents and staff to discuss interactions with children and other concerns
- » Facilitating psycho-educational groups

## ISSUES ADDRESSED BY CYB-MFLCs

- » School adjustment
- » Deployment and separation
- » Reunion adjustment
- » Sibling and parent-child communication
- » Behavioral concerns
- » Fear, grief and loss





[Luke AFB Child MFLC](#)  
623-238-0565



**COMPREHENSIVE AIRMEN FITNESS**  
**RESILIENCE SKILLS OVERVIEW**  
**"Kneeboard"**

|                                | Skill                                     | Goal & When   | How To   |
|--------------------------------|---|---|--|
| FOUNDATIONAL RESILIENCE SKILLS | Counting Blessings - Gratitude            | <p><i>Goal:</i> To cultivate gratitude, build optimism and positive thinking, help you cope with daily hassles and stress, and improve quality of life.</p> <p><i>When:</i></p> <ul style="list-style-type: none"> <li>• Set aside time on a regular basis</li> <li>• In moments of stress to counter negative thinking</li> </ul>  | <p><i>How:</i></p> <ul style="list-style-type: none"> <li>• Write down at least 3 things that went well</li> <li>• Reflect on them and ask yourself:               <ul style="list-style-type: none"> <li>• Why did this go well?</li> <li>• How did I contribute to this blessing?</li> <li>• How did others contribute?</li> </ul> </li> </ul>   |
|                                | Mindfulness                               | <p><i>Goal:</i> To be present in the moment and disengage from negative thoughts that interfere with your performance, values or goals.</p> <p><i>When:</i></p> <ul style="list-style-type: none"> <li>• When your brain is clouded by negative thoughts or beliefs that prevent you from acting based on your values</li> </ul>  | <p><i>How:</i></p> <ul style="list-style-type: none"> <li>• Anchor yourself physically</li> <li>• Notice 3 things around you</li> <li>• Notice any thoughts and emotion swirling around in your head</li> <li>• Allow your thoughts and emotion waves, ebbing and flowing</li> <li>• Take action based on your values</li> </ul>   |
|                                | Accomplishing-Goals - Values Based Living | <p><i>Goal:</i> To gain a sense of purpose and feeling of control; helps to prioritize and allows you to find opportunities to live your values.</p> <p><i>When:</i></p> <ul style="list-style-type: none"> <li>• Set aside time on a regular basis</li> <li>• When you need a sense of direction</li> </ul>  | <p><i>How:</i></p> <ul style="list-style-type: none"> <li>• Define your values</li> <li>• Set goals based on your values</li> <li>• Chart Your Course               <ul style="list-style-type: none"> <li>• Set subgoals - immediate, short-term &amp; long term</li> <li>• Consider potential obstacles and strategies to overcome them</li> <li>• Share your goals</li> </ul> </li> </ul> |
|                                | Capitalizing on Strengths                 | <p><i>Goal:</i> To identify your strengths, spot strengths in others and find opportunities to use your strengths.</p> <p><i>When:</i></p> <ul style="list-style-type: none"> <li>• When facing a challenge</li> <li>• On a regular basis</li> </ul>  | <p><i>How:</i></p> <ul style="list-style-type: none"> <li>• Know your Signature Strengths (Top 5)</li> <li>• Identify how others are using strengths               <ul style="list-style-type: none"> <li>• Find new ways to <b>develop</b> and <b>use</b> you Signature Strengths</li> </ul> </li> </ul>  |
|                                | Acceptance                                | <p><i>Goal:</i> To acknowledge and negative aspects of events that you can't control and disengage from negative thoughts that interfere with our performance, values or goals.</p> <p><i>When:</i></p> <ul style="list-style-type: none"> <li>• After or during an adversity</li> <li>• When negative thoughts prevent you from taking action</li> </ul>   | <p><i>How:</i></p> <ul style="list-style-type: none"> <li>• Utilize Acceptance Strategies               <ul style="list-style-type: none"> <li>• Mindfulness</li> <li>• Meaning-making (refer to Spiritual)</li> </ul> </li> </ul>   |
| MENTAL                         | ABC                                       | <p><i>Goal:</i> to be aware of how your brain drives reactions to an event.</p> <p><i>When:</i></p> <ul style="list-style-type: none"> <li>• When you need a better understanding of why you reacted to an event in a certain way.</li> <li>• When you don't think your reactions were helpful in the situation.</li> <li>• In the moment, use it to slow down and ensure your reactions don't interfere with your performance, values or goals.</li> </ul> | <p><i>How:</i></p> <ul style="list-style-type: none"> <li>• Describe the <b>A</b>ctivating event. Be specific and objective.</li> <li>• Record your <b>B</b>eliefs (your brain's interpretation)</li> <li>• Record the <b>C</b>onsequences—emotional reactions and physical/behaviors.</li> <li>• Ask: Did my reactions interfere with my performance, goals, or values?</li> </ul>          |
|                                | Balance Your Thinking                     | <p><i>Goal:</i> To help you perceive situations accurately and take action based on the evidence</p> <p><i>When:</i></p> <ul style="list-style-type: none"> <li>• When your brain is driving reactions that interfere with your goals, values or performance</li> <li>• When you are stuck in a cognitive trap or need to improve decision-making</li> </ul>  | <p><i>How:</i></p> <ul style="list-style-type: none"> <li>• Check for Balanced Thinking:               <ul style="list-style-type: none"> <li>• Examine the evidence</li> <li>• Check for a double-standard</li> <li>• Phone-a-friend</li> </ul> </li> </ul>   |

**COMPREHENSIVE AIRMEN FITNESS**  
**RESILIENCE SKILLS OVERVIEW**  
**"Kneeboard"**

|           |   |   |   |  |  |             |        |   |                             |         |                                   |
|-----------|---|---|---|--|---|-------------|--------|---|-----------------------------|---------|-----------------------------------|
| MENTAL    | Instant Balance Your Thinking                     | <p><b>Goal:</b> To attack unbalanced thoughts <b>quickly</b> so you can focus on your performance in the moment</p> <p><b>When:</b></p> <ul style="list-style-type: none"> <li>When you need to defuse doubt and anxiety so you can focus on your performance</li> <li>When preparing for a challenging task, event, or interaction</li> </ul>  | <p><b>How:</b></p> <ul style="list-style-type: none"> <li>Use Balance Your Thinking strategies.               <ul style="list-style-type: none"> <li>Provide evidence against the belief</li> <li>Check for a double-standard</li> </ul> </li> <li>Decide if the thought is relevant to the task you need to accomplish</li> <li>Use your experience, training, past accomplishments to combat your unbalanced thinking</li> </ul>  |  |   |             |        |   |                             |         |                                   |
|           | Check Your Playbook                               | <p><b>Goal:</b> To be aware of what influences unproductive patterns or uncharacteristic consequences that interfere with your performance, goals or relationships</p> <p><b>When:</b></p> <ul style="list-style-type: none"> <li>If your reactions interfere with your performance, goals or relationships</li> <li>If you have an uncharacteristic reaction</li> <li>If you are stuck in an unproductive pattern</li> </ul> | <p><b>How:</b></p> <ul style="list-style-type: none"> <li>Use ABC</li> <li>What might have influenced this reaction?</li> <li>What is most important to you? Do you need a new play?</li> </ul>   |  |   |             |        |   |                             |         |                                   |
| PHYSICAL  | Physical  | <p><b>Goal:</b> To understand how the link between physical and mental fitness improves performance, leadership, and overall health; identify and apply tools to effectively manage physical and mental energy.</p> <p><b>When:</b></p> <ul style="list-style-type: none"> <li>Daily</li> </ul>   | <p><b>How:</b></p> <ul style="list-style-type: none"> <li>Choose a varied diet consisting of "real foods." Regulate intake of calories to exercise level.</li> <li>Exercise when stressed, have "brain drain" or to improve overall health and fitness.</li> <li>Be mindful of supplement intake and risks</li> <li>Recover energy by using daily boosters and rejuvenation tools to fill your energy tank</li> </ul>   |  |   |             |        |   |                             |         |                                   |
| SPIRITUAL | Spiritual   | <p><b>Goal:</b> To strengthen the beliefs, principles or values that sustain our sense of well-being and purpose</p> <p><b>When:</b></p> <ul style="list-style-type: none"> <li>Set aside time on a regular basis</li> <li>When you need a sense of direction or renewal</li> </ul>   | <p><b>How:</b></p> <ul style="list-style-type: none"> <li>Identify your essential spiritual beliefs.</li> <li>Identify a simple phrase that will remind you of your essential beliefs. (Spiritual Reminder)</li> <li>Meditate on one's Spiritual Reminder to gain perspective and acceptance</li> </ul>   |  |   |             |        |   |                             |         |                                   |
| SOCIAL    | Interpersonal Problem Solving                     | <p><b>Goal:</b> To address problems in a manner that still shows respect for the relationship; lowers the intensity and makes it easier to find a resolution they can each live with.</p> <p><b>When:</b></p> <ul style="list-style-type: none"> <li>When you need to find a resolution to a problem.</li> </ul>  | <p><b>How:</b></p> <ul style="list-style-type: none"> <li>Define the problem (use the wind-up approach) Ask for the other person's perspective</li> <li>Work together to generate solutions Evaluate the solutions</li> <li>Choose a solution and seal the agreement</li> </ul>   |  |   |             |        |   |                             |         |                                   |
|           | Good Listening                                    | <p><b>Goal:</b> To make someone feel safe in speaking to you as a confidante.</p> <p><b>When:</b></p> <ul style="list-style-type: none"> <li>When someone comes to you with news—good or bad</li> </ul>   | <p><b>How:</b></p> <ul style="list-style-type: none"> <li>Use ABCDEs               <ul style="list-style-type: none"> <li><b>A</b>ttend with genuine interest</li> <li><b>B</b>e responsive to what is said</li> <li><b>C</b>are about the other person</li> <li><b>D</b>on't interrupt</li> <li><b>E</b>ncourage the person to say more.</li> </ul> </li> </ul>  |  |   |             |        |   |                             |         |                                   |
|           | Active Constructive Responding                    | <p><b>Goal:</b> To build, strengthen, and maintain important relationships.</p> <p><b>When:</b></p> <ul style="list-style-type: none"> <li>When someone shares <b>good</b> news</li> </ul>  | <p><b>How:</b></p> <ul style="list-style-type: none"> <li>Ask questions and show enthusiasm</li> </ul> <table border="1" data-bbox="863 1671 1378 1850"> <thead> <tr> <th></th> <th>Constructive</th> <th>Destructive</th> </tr> </thead> <tbody> <tr> <td>Active</td> <td>Shows authentic interest &amp; support, ask questions</td> <td>Focuses on negative aspects</td> </tr> <tr> <td>Passive</td> <td>Distracted or understated support</td> <td>"One-upping" distracts from the news</td> </tr> </tbody> </table> |  | Constructive  | Destructive | Active | Shows authentic interest & support, ask questions | Focuses on negative aspects | Passive | Distracted or understated support |
|           | Constructive                                      | Destructive   |   |  |   |             |        |   |                             |         |                                   |
| Active    | Shows authentic interest & support, ask questions | Focuses on negative aspects   |   |  |   |             |        |   |                             |         |                                   |
| Passive   | Distracted or understated support                 | "One-upping" distracts from the news  |   |  |   |             |        |   |                             |         |                                   |



# Luke AFB Health Promotions

[Return Home](#)

Building 700 (Next to Subway)  
Monday - Friday from 0730 to 1630  
(623) 856-3830



Health Promotions is dedicated to prevention and health enhancement. We provide a number of prevention programs to active duty military and their dependents, military retirees, civilians and other TRICARE beneficiaries. We are aiming to build a culture of Health! Begin the journey to optimal health today by refreshing what you may already know about nutrition and fitness. You may surprise yourself and learn something new. Whatever the case may be, take the personal challenge to live!

**Nutrition Education:** Our mission is to optimize health through nutrition. It encourages healthy lifestyles that contribute to improved operational readiness, total fitness, disease prevention and optimal health. Health Promotions provides ongoing education and a supportive environment for all members and early intervention for marginal and poorly fit members. This is essential to maintain the health and fitness of the total force.

**Healthy Weight Management:** All classes are open to all; even if not participating in a mandatory program. This class is held every 1st Tuesday of the month at 1000 and 1400. Members can easily book an appointment through the appointment line. The class is designed for those who want to get to and maintain a healthy weight.

**Diabetes Nutrition:** The class assist individuals to control their blood sugar by discussing realistic dietary lifestyle changes. Appointment is required. The class is held every 3rd Tuesday of the month at 1000 and 1400.

**Body Fat Analysis:** If you would like to know what you are made of, call Health Promotions and schedule a BOD POD appointment. This air displacement tool will give a person their body fat percentages and lean body mass percentages.

**Heart Smart:** The class educates members on how to take care of their heart through nutrition and other lifestyle choices. High cholesterol and high blood pressure are two of the main focuses. Appointment is required. The class is held every 4th Tuesday of the month at 1000 and 1400.

**Nutrition 101:** Designed for AD members who fail or are at risk of failing the tape portion of the fitness assessment. Healthy food choices, proper portion sizes, and body composition are discussed in details. The class is held every Wednesday at 0745.

**Operation Supplement Safety (OPSS):** is a joint initiative between the Human Performance Resource Center and the DoD to educate service members, retirees, their family members, leaders, healthcare providers, and DoD civilians about dietary supplements and how to choose supplements wisely. <http://hprc-online.org/dietary-supplements/opss>

**Tobacco Cessation - Be Ready, Be Fit, Be Tobacco Free:** Air Force leadership would like to remind our warriors that in a time of war we cannot afford to compromise mission accomplishment by using tobacco (smoke or smokeless). In the words of the Surgeon General, "A tobacco free force will improve quality of life and enhance mission effectiveness. We cannot continue to compromise our ability to Fly, Fight and Win for America". Everyone is encourage to seek help at UCANQUIT2.ORG - <https://www.ucanquit2.org/>