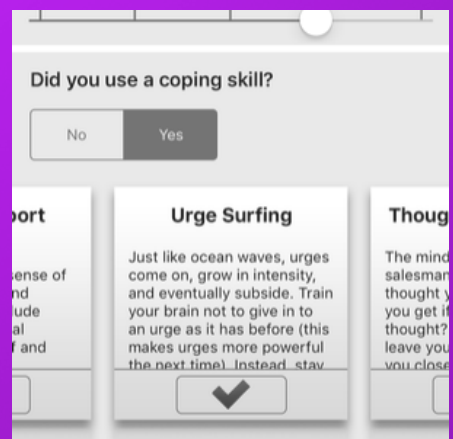
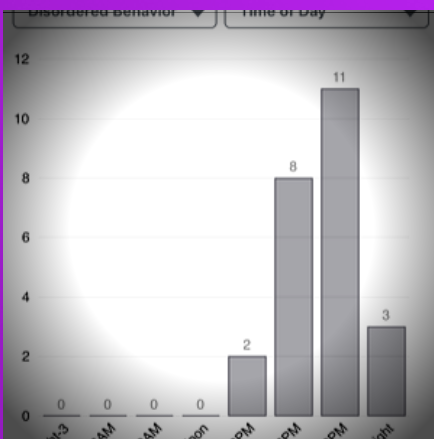
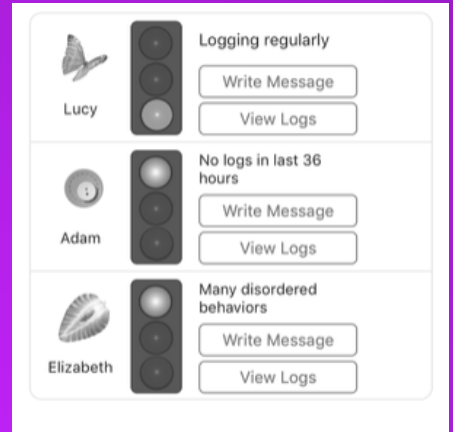
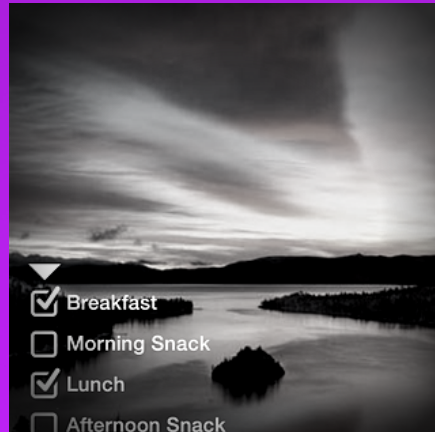


# Recovery Record Essentials.



Clinician Handbook

# CLINICIAN HANDBOOK

## YOUR SUPPORT TEAM

---

WHO TO  
KNOW

Recovery Record Support Team, [support@recoveryrecord.com](mailto:support@recoveryrecord.com)

Jenna Tregarthen, Chief Executive Officer, [jenna@recoveryrecord.com](mailto:jenna@recoveryrecord.com)

Stuart Argue, Chief Technology Officer, [stuart@recoveryrecord.com](mailto:stuart@recoveryrecord.com)

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- J** Schedule Meditations
- K** Secure Patient Messaging
- L** Comments on Logs
- M** Patient Meal, Feeling, Thought and Behavior Logs
- N** Dynamic Charts
- O** Outcome Evaluation
- P** Printing PDF Reports



# A. RR Clinician Overview

## I HAVE REGISTERED FOR A CLINICIAN ACCOUNT - NOW WHAT?

With Recovery Record Clinician, you are equipped with the tools you need to do your best work. Your HIPAA secure Clinician app automates delivery of personalized between-session patient care, while keeping you connected with timely clinical information.

- ✓ Automate high-touch care without needing to be there
- ✓ Identify problem areas early
- ✓ Track real-world and standardized outcomes
- ✓ Foster accountability and independence

You can access your app on your **iPhone, iPad, Android phone and/or your desktop computer**. This Handbook will cover four key Recovery Record workflows:

- 1. Customize** questions, skills, goals and meal plans to meet your patient's unique needs
- 2. Activate** treatment plans and skills in between sessions
- 3. Optimize** the focus and intensity of care with progress data
- 4. Maintain** progress post treatment to support continuity of care







## B. RR Patient Overview

### WHAT IS RECOVERY RECORD PATIENT?

Your patients can install the free Recovery Record patient app on their iPhone or Android phone. This app provides real-time access to their treatment plan, digital self-monitoring, motivational features and more. At the moment, the Recovery Record patient app is used by over 300,000 people crossing the age and diagnostic spectrum.

### INTRODUCING YOUR PATIENT TO RECOVERY RECORD

Invite your patients to share their experiences with apps to help identify any concerns that need to be addressed. Distinguish between calorie counting and recovery-oriented apps. Explain the mechanisms underpinning the Recovery Record app's effectiveness, including:

- ✓ Self-monitoring to **increase awareness** of behaviors and their accompanying emotions and thoughts. Helps you and your patient understand the nature of the problem.
- ✓ **Creating a "gap"** between trigger and response
- ✓ **Practicing skills to respond differently** and change behaviors that seemed automatic
- ✓ **Developing a habit of regular eating** (highlight irregular eating as a maintaining factor)

### GROUND RULES

Before jumping in, communicate how your patient is expected to use the app and how you will use the app. We recommend that you message or "Let patients know logs reviewed" and set a new goal or skill one time per week (in addition to using data in session).

- Recovery Record is HIPAA compliant, which means **data is kept secure and private**
- Recovery Record is **not for emergency use** or the place to report emergencies
- **Clinicians are not expected to be aware of nor respond to events or changes in app**



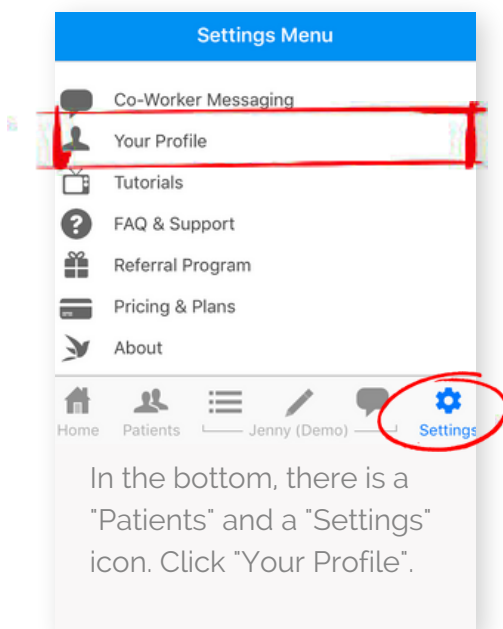
# C. Start Your Engine!



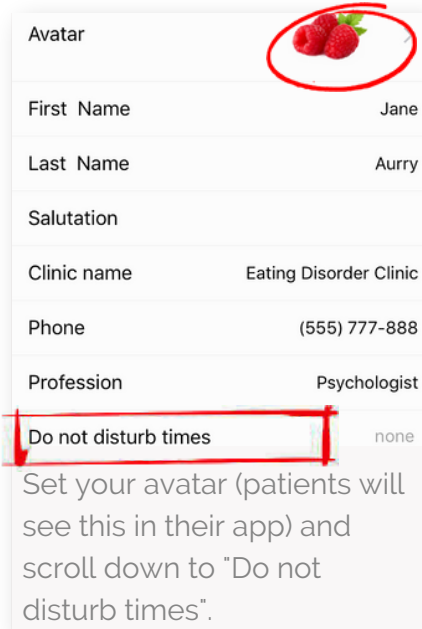
## SET YOURSELF UP FOR SUCCESS

Ready to go? Great! Time to orient yourself to the basic layout of your Recovery Record Clinician app and to set up your office hours to support a healthy work-life balance.

### C.1. Identify Patients and Settings menus and set your avatar



In the bottom, there is a "Patients" and a "Settings" icon. Click "Your Profile".

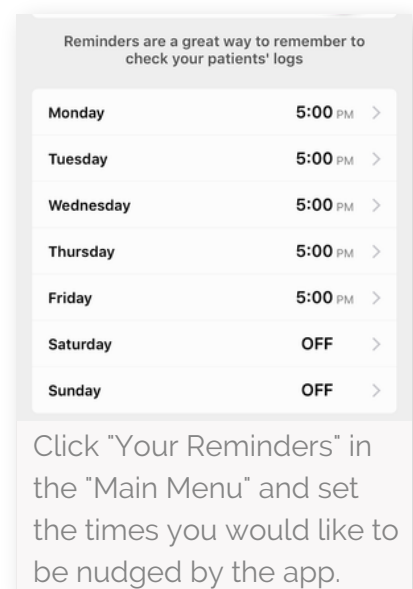
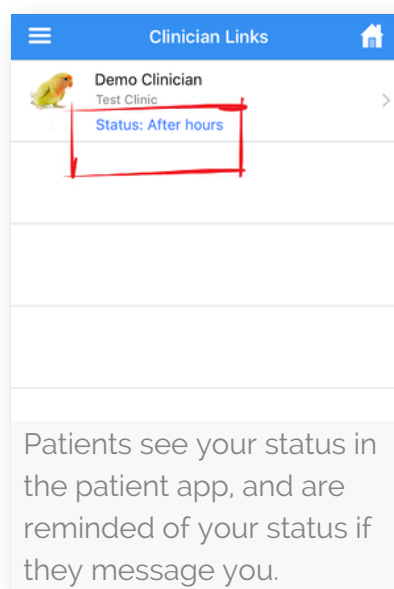
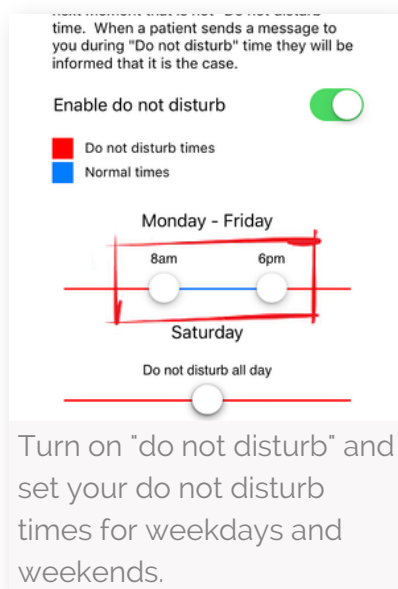


Set your avatar (patients will see this in their app) and scroll down to "Do not disturb times".

**Note:** This handbook uses the Recovery Record Clinician iPhone App in the examples, however the same layout and features can be found whether you are using your desktop, Android, iPhone or iPad.

### C.2. Set do not disturb times, delay after hours messages, and reminder times

Turn on do not disturb times to reinforce boundaries; you are not available around the clock. By turning on "Delay after hours messages", you can work on the app any time but patients will only receive communications during your office hours.



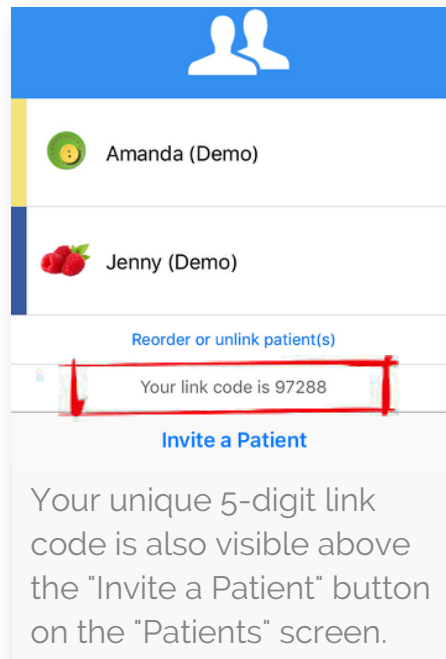
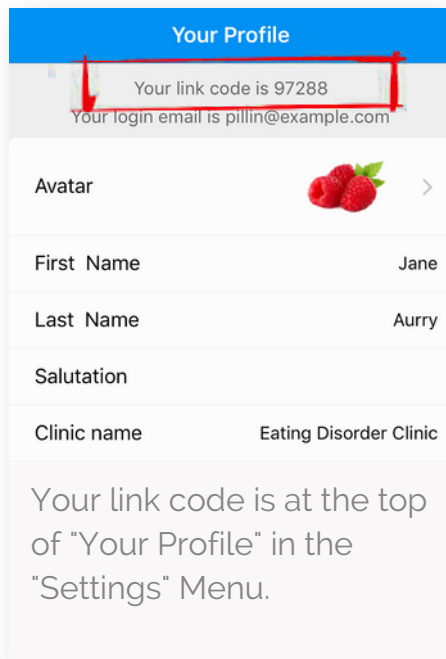
# D. Linking with your Patient



## CONNECT USING YOUR LINK CODE

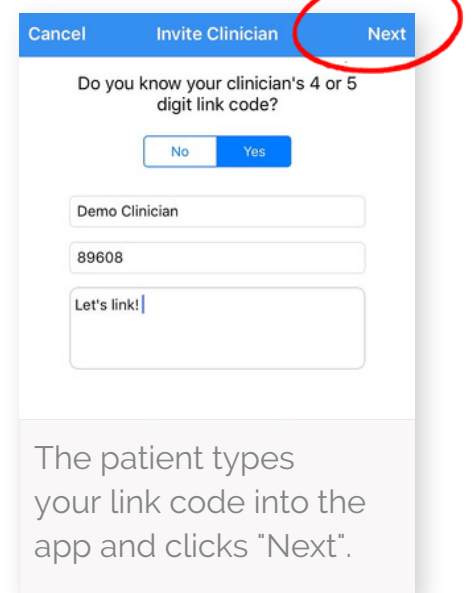
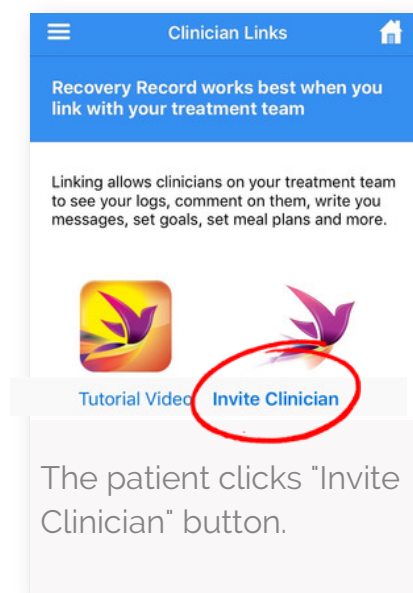
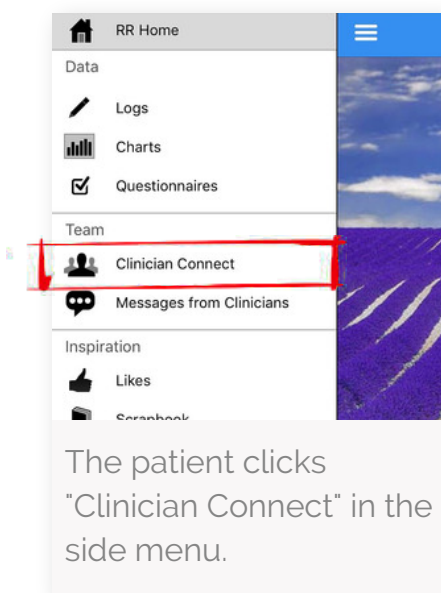
The easiest way to link accounts with patients is to provide them with your **link code** and ask them to enter this into the "**Clinician Connect**" section of their app.

### D.1. Find your Link Code



**Pro Tip:** Try writing your link code on a post-it note or business card for easy access. You'll be giving your link code to patients a lot!

### D.2. Your patient enters your Link Code into the Clinician Connect section



**Note:** Patients can also invite you to link by using your email address and you can invite patients using their email by clicking "**Invite Patient**" in the "**Patients**" section of your Recovery Record Clinician app.



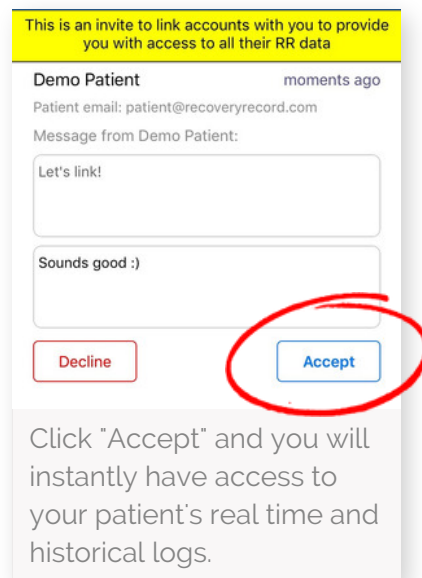
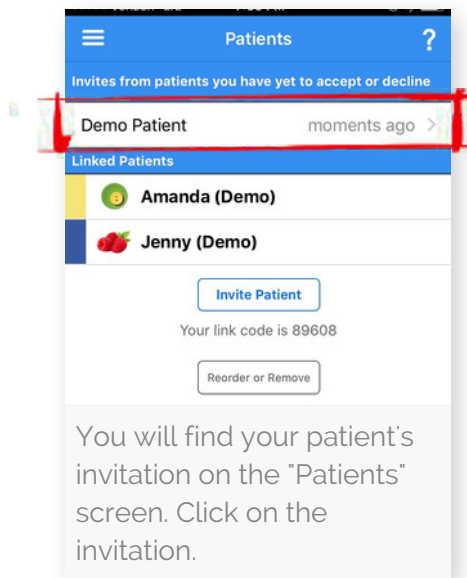
# D. Linking with your Patient



## ACCEPT YOUR PATIENT'S INVITATION

Once your patient types your link code into the app, you will receive an email and push notification alerting you of the invitation. You can accept the invite in the **"Patients"** menu.

### D.3. Accept Patient Invitations in Manage Patients



**Note:** Patients can link with multiple members of their care team. You can see who else is linked in the Team Chats section of your Recovery Record Clinician app.

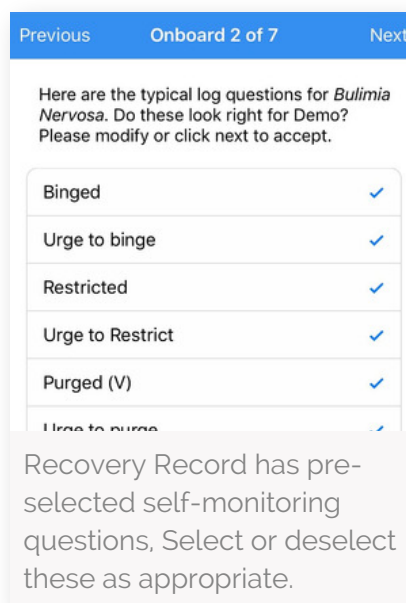
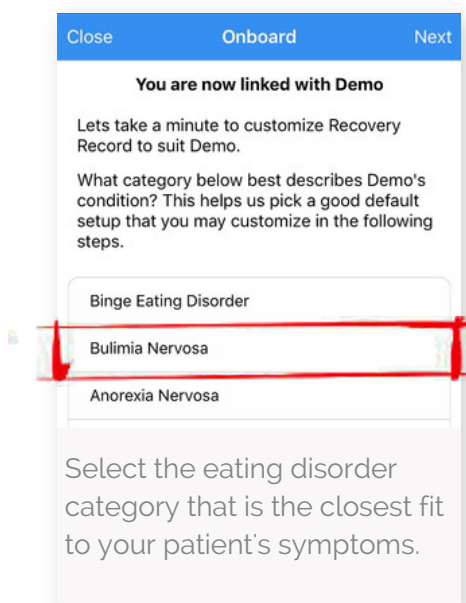
# E. On-boarding Wizard



## SET YOUR PATIENT UP FOR SUCCESS

Every eating disorder is different. Recovery Record has automated steps to personalize Recovery Record to meet your patient's needs. **You can re-run the wizard anytime in your patient's profile.**

### E.1. Select disorder category and adjust self-monitoring questions



**Note:** Recovery Record can not replace your clinical judgement! Settings are automated but you can adjust. **Your patient will not see the disorder category you select.**

**Pro Tip:** Try customizing questions side-by-side with your patient. What behaviors would they like to track?

# E. On-boarding Wizard



## SET TARGET LOGGING GOALS AND COPING SKILLS

Once you have set patient logging questions, you will have the option to set logging targets, coping skills, and to set your notification and communication preferences.

### E.2. Set target logging goals, coping skills and messaging options

Previous Onboard 3 of 7 Next

What meal-logging goals would you like to set for Demo?

We will reward Demo when he/she achieves the goals you set.

**Weekday**

Main meals: 1 2 3 4 5

Snacks: 0 1 2 3 4

**Weekend**

Set a logging target for your patient. Recovery Record rewards with stars when your patient achieves a goal!

Previous Onboard 4 of 7 Next

Let's set two coping skills for Demo to use when he/she logs an urge to binge. You can use these examples or write your own.

**Coping Skill 1** ☒

Skill Name: Delaying Tactic

Description: Put off acting on an urge for a specified amount of time. During the delay, engage in a distracting activity

Two coping skills will be pre-selected to add to your patient's plan. Go ahead and customize these.

Previous Onboard 7 of 7 Done

Excellent! Last Step.

Would you like to allow Demo to send you in-app messages?

Great! You have set Demo up for success. All settings can be updated at any time in Demo's menu.

To help keep Demo engaged, try using the "Let Demo know his/her logs have been reviewed" button and sending periodic feedback messages. Why not write one now?

Let's get started!

By default your patient can not direct message you. At this step you can enable HIPAA secure messaging.

# F. Adjusting Log Questions



## UPDATE QUESTIONS WHEN PATIENT SYMPTOMS CHANGE

After some time, your patient's symptoms might change. A new behavior may need monitoring, an old behavior may no longer be apparent, or perhaps you would like to ramp up or down the level of detail being monitored. You can update log questions any time.

### F.1. Adjust patient's self-monitoring questions

Print

Communicate

Direct Messages

Team and Patient Chat

Customize

☒ Configure Log Questions

☐ Coping Skills

☐ Manage Goals

Click the patient menu and then click "Configure Log Questions".

Log Questions Jenny (Demo)

Behaviors

Binged	ON by default
Urge to Binge	ON by default
Restricted	ON by default
Urge to Restrict	ON by Demo

You will see questions currently turned on by the patient or other clinicians they are linked with.

Back Enable/Disable Jenny (Demo)

☒ Urge to Purge

How strong is your urge to purge now?

Moderate

An urge to purge involves a strong compulsion to force vomiting to get rid of food that you have eaten.

Change History

Turned on by you moments ago

Click on any question to see a preview and to toggle the question on or off.



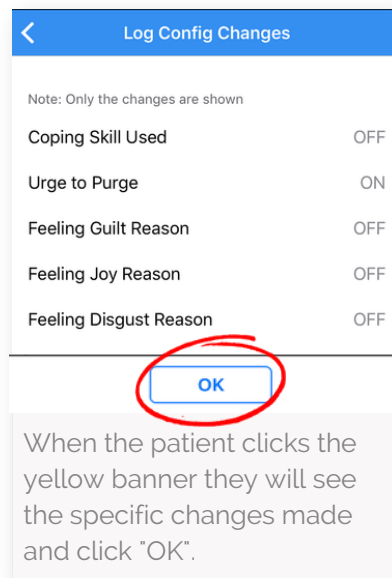
# F. Adjusting Log Questions



## UPDATE YOUR PATIENT'S LOG QUESTIONS

Once you have made changes to patient log-questions your patient will be notified of the changes in-app and the changes will be reflected in the patient's self-monitoring logs.

### F.2. Patient is notified of changes in patient app



**Pro Tip:** If you have a patient who is resistant to self-monitoring, try starting with the bare minimum questions and building up over time as the patient becomes more comfortable with the app.

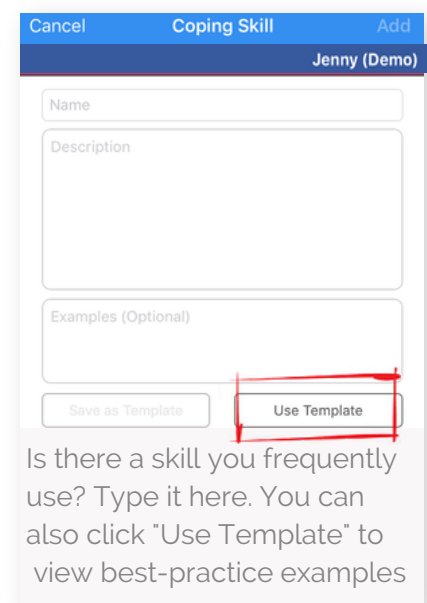
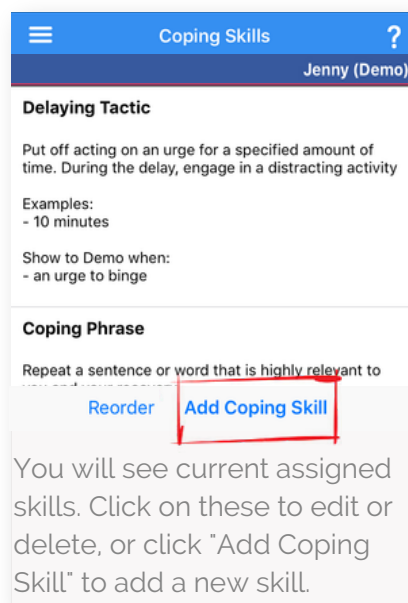
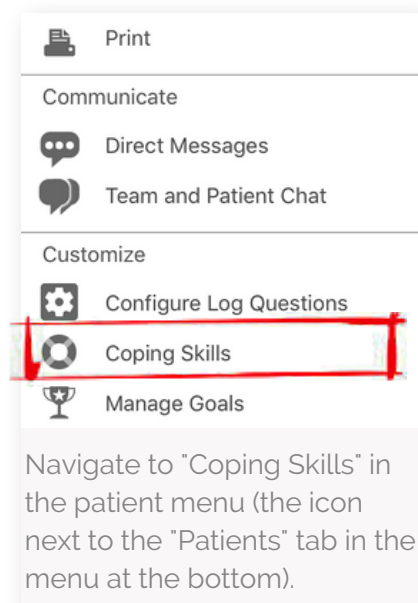
# G. Assigning Coping Skills



## UPDATE COPING SKILLS FOR YOUR PATIENT

Development of new skills for coping is at the heart of most evidence-based treatment approaches. You will find a treasure-trove of skills ready to add to your patient's repertoire in the app during the course of treatment. You can use templates or choose to use your own.

### G.1. Set standard or customized coping skills



# G. Assigning Coping Skills



## SET COPING SKILLS FOR YOUR PATIENT

You will find over 200 evidence-based, expert vetted CBT, DBT and ACT coping skills. Select your therapeutic approach to find skills that are the best fit for your patient.

### G.1. Set standard or customized coping skills

**Skill Categories**  
Jenny (Demo)

Behavioral Skills	23 >
Cognitive Skills	27 >
Emotion Regulation Skills	17 >
Interpersonal Skills	9 >
Mindfulness Skills	31 >
Acceptance Commitment Therapy	59 >
<b>Cognitive Behavioral Therapy</b>	<b>17 &gt;</b>

Select the category that best aligns with your therapeutic approach.

**Templates**  
Jenny (Demo)

**Coping Phrase**  
Repeat a sentence or word that is highly relevant to you and your recovery.

**Thought Log**  
Write down what you are thinking and feeling instead of using food, restriction or exercise to avoid difficult thoughts or emotions.

**Reasons to Recover**  
Reflect on the reasons that you want to recover from your eating disorder.

Select a skill to add to your patient's treatment plan.

**Reasons to Recover**  
Reflect on the reasons that you want to recover from your eating disorder.

**Conditions** none >

Personalize the skill examples such that they resonate maximally with your patient.

## SET IF/THEN CONDITIONS FOR THE SKILL TO BE SUGGESTED

In a moment of distress it can be difficult for patients to recall and apply the strategy discussed in session. Patients will be reminded of all skills available to them each time they log a meal, and the right skill can be suggested at the right time with auto-show conditions.

### G.2. Your patient is reminded of skills and checks off the use

**Coping Skill**  
Jenny (Demo)

**Under what conditions should Demo be prompted to use this coping skill**

Urge to binge above moderate	✓
Urge to purge above moderate	
Urge to restrict above moderate	
When restricted	
Purged	
Binged	

Add an auto-show condition to a skill and your patient will be prompted to use that skill in specific scenarios.

**Did you use a coping skill?**

No Yes

**Reasons to Recover**  
Reflect on the reasons that you want to recover from your eating disorder.  
Examples:  
- Begin to relax  
- Enjoyment of eating food

**Thought Diary**  
Patients are reminded of skills assigned each time they log a meal and can check off those they have used.

**Suggested coping skill**

**Thought Diffusion**  
A tool to gain some distance from an unhelpful thought  
Examples:  
• Instead of thinking "I am fat" say "my eating disorder's telling me I am fat"  
• It is just a thought

If a condition was assigned to a skill, patients will also be suggested to use the skill after they submit a log.

"Apps have the ability to extend what is discussed in the "calm" of the therapy office into the "storm" of real life." - Evan Forman, Drexel University Innovation Lab



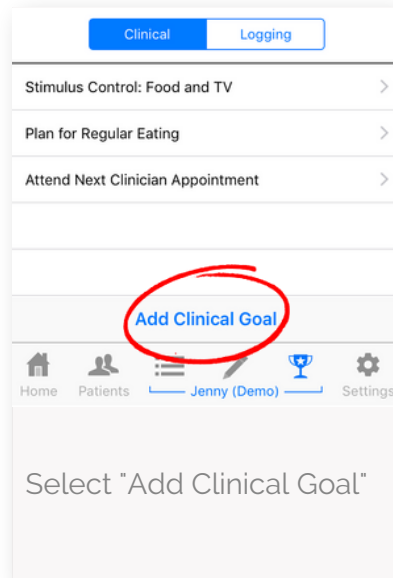
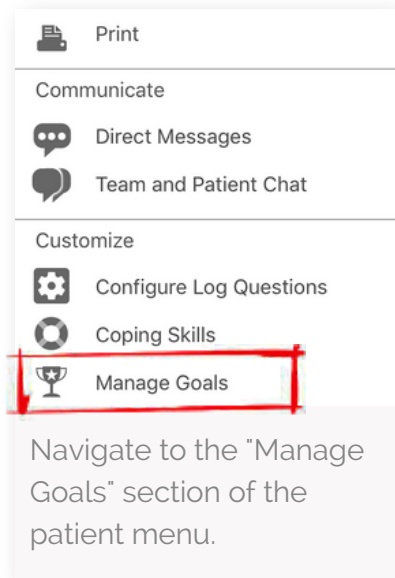
# H. Assigning Weekly Goals



## SET NEAR TERM RECOVERY MILESTONES FOR YOUR PATIENT

It can be easy for you and your patients to forget exactly what you are working on from day-to-day and week-to-week. Take a moment to set goals that keep you both on track and keep patients accountable. Achieved goals result in a trail of successes to reflect upon.

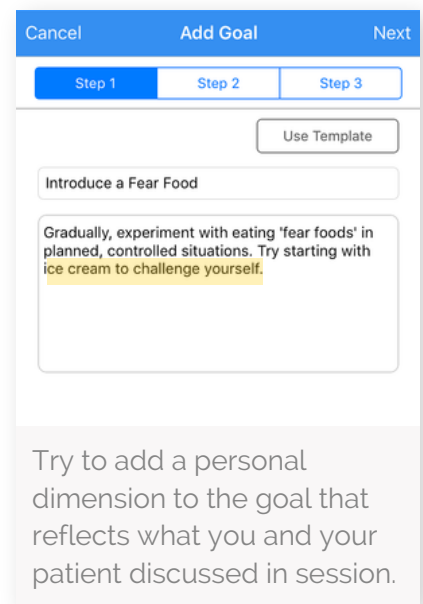
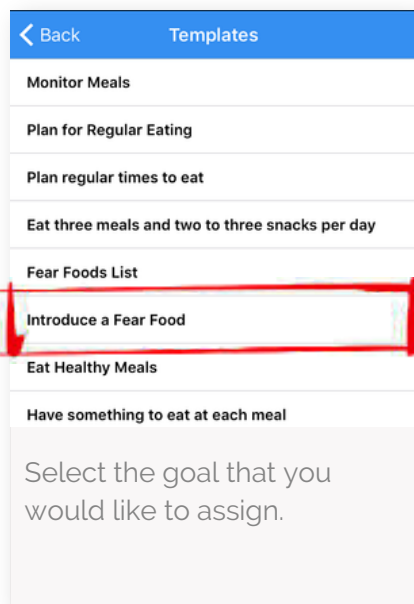
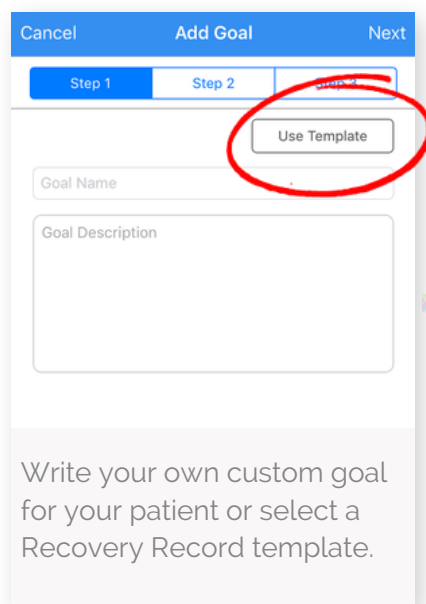
### H.1. Set template or customized clinical goals



**Pro Tip:** There is a goal reminder feature. If you know your patient has a difficult dinner coming up on Friday night, you can set a treatment goal that will pop up on Friday at 7pm. saying, for example: "I know your dinner with your friends at Chipotle is coming up. Try using the "Cope Ahead" skill. You've got this."

**When goals are personalized they resonate with patients.**

### H.2. Set template or personalized clinical goals



"Just as I was freaking out about a dinner with friends I was notified that this was my goal for the day. My therapist reminded me why eating with these friends in particular was important to me. I totally cried, I felt so supported and like she really listened." - Recovery Record User

# H. Assigning Weekly Goals



## SET GOAL TARGET DATES AND REMINDER TIMES

Recovery Record can support healthy habit formation. Assign the dates that you would like your patient to complete the goal/challenge you have set, and send them a timely push notification by setting a reminder.

### H.3. Assign dates for goal completion and reminder times

Cancel Add Goal Next

Step 1 Step 2 Step 3

Select day(s) for goal completion

December 2015

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2

Select the dates you would like your patient to try to achieve the goal.

Cancel Add Goal Add

Step 1 Step 2 Step 3

Enable Reminders ☒

7 16  
8 30  
9 45  
10 00 AM  
11 15 PM  
12 30  
1 45

A reminder can be a cue to action. Set a specific time that you would like your patient to be reminded of the goal.

RR Home

New clinical goals by Demo Clinician

Patient receives a notification that a goal has been assigned the next time they open the patient app.

**Note:** You can swipe quickly across many days in the calendar to set an ongoing goal

### H.4. Patient tracks goal completion, you follow-up on successes in session

Did you achieve any of today's clinical goals?

No Yes

**Introduce a Fear Food**

Gradually, experiment with eating 'fear foods' in planned, controlled situations. Try starting with ice cream for a challenge.

Achieved It

Your patient is reminded of goals when they log a meal and asked if they achieved them that day.

Goals Manage Goals

Jenny (Demo)

Main Meal Logs ☐ ☐ ☐

Snack Logs ☒ ☒ ☐

**Introduce a Fear Food**

Gradually, experiment with eating 'fear foods' in planned, controlled situations. Try starting with ice cream for a challenge.

Clinician tracks goal completion in the "Logging" section of the clinician app.

**Pro Tip:** Over time, you will build up a track record of recovery victories in the "Logging" tab of the "Manage Goals" of the patient app. If you see your patient's motivation dip, or they face a set-back, why not turn here to provide examples of progress?



# I. Assigning Meal Plans



## HELP YOUR PATIENTS TO MEET THEIR NUTRITIONAL NEEDS

Setting a meal plan in-app allows your patients to have instant access to and reminders of their nutritional plan at each meal. You will be able to review what was actually eaten, track whether their meal plan targets have been met, and adjust plans accordingly.

### I.1. Select the day and meal you would like to create a plan for

**Jenny's Menu**  
Jenny (Demo)

Customize

- Configure Log Questions
- Coping Skills
- Manage Goals
- Meditations
- Meal Planner**
- Exchange Targets
- Notification Preferences

Home Patients Jenny (Demo) Settings

Navigate to the "Meal Planner" section of the patient menu.

**Meal Planner**  
Jenny (Demo)

Monday	No meals >
Tuesday	No meals >
Wednesday	No meals >
<b>Thursday</b>	No meals >
Friday	No meals >
Saturday	No meals >
Sunday	No meals >

Select the day of the week you would like to create or edit a meal plan for.

**Thursday**  
Jenny (Demo)

- Breakfast**
- Morning Snack
- Lunch
- Afternoon Snack
- Dinner
- Evening Snack

Select the meal that you would like to create a plan for.

### I.2. Select the type and quantity of exchanges for each meal

**Breakfast**  
Jenny (Demo)

Save as template

Text boxes with plus icons for adding exchanges.

Depending on your approach, you can write directly into the text boxes or click the plus symbol to add an exchange.

**Pick Exchange**  
Jenny (Demo)

- Carbohydrates
- Grains**
- Protein
- Fruits
- Vegetables
- Dairy
- Add custom exchange type**

Select an exchange category. If the category you are looking for is not there, create your own custom exchange type!

**Number of exchanges**  
Jenny (Demo)

Exact Range

Fats

Lower: 1 2 3 4 5

Upper: 2 3 4 5 6

Select an exact number of exchanges or a range.

**Note:** Although the meal plan feature is set up to accommodate exchanges, if you use an alternative approach, you can use the free text fields to write foods and portions that reflect your dietary approach. You can also save your entries for each meal as templates for quick-addition in the future.

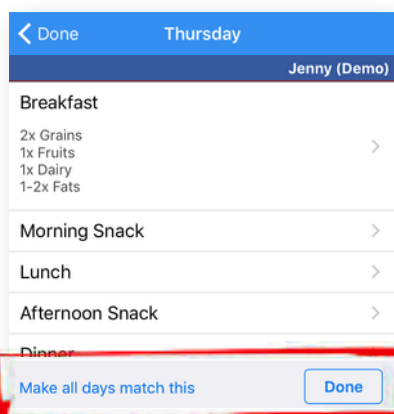
# I. Assigning Meal Plans



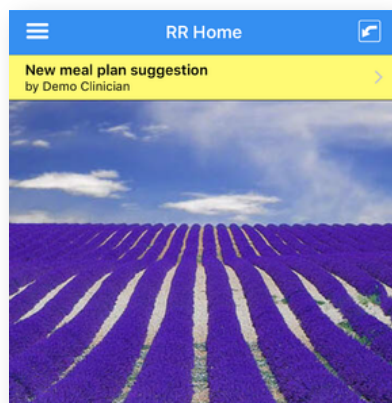
## INTEGRATE MEAL PLANS INTO YOUR PATIENT'S DAILY LIFE

Patients will be reminded each day of what their meal plan is, can compare what they ate with the plan at each meal and you will have the complete picture at your fingertips..

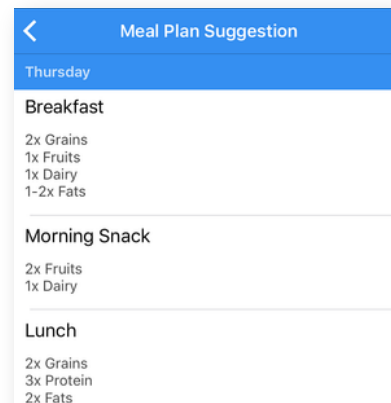
### I.3. Select the day and meal you would like to create a plan for



"When you're happy with your plan for the selected day, click "Done". You can also make all days match this day.

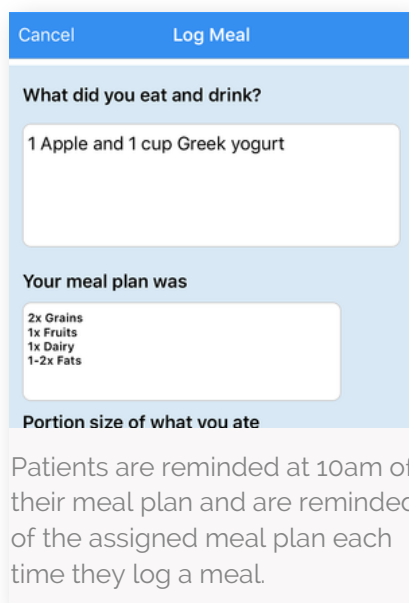


Patient receives a notification that a new meal plan has been set the next time they open the patient app.

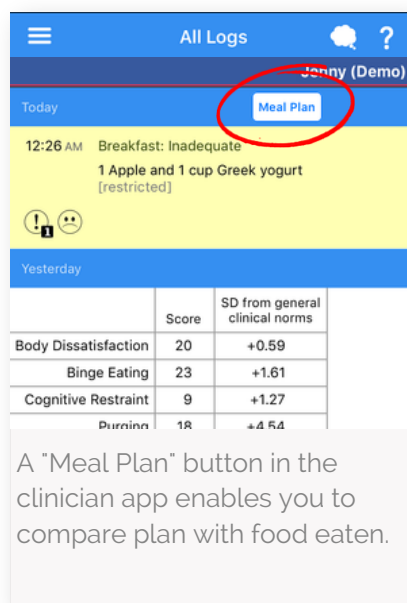


Patients are given a preview of the whole meal plan that has been set and can access this any time in the app.

### I.4. Select the type and quantity of exchanges for each meal



Patients are reminded at 10am of their meal plan and are reminded of the assigned meal plan each time they log a meal.



A "Meal Plan" button in the clinician app enables you to compare plan with food eaten.

# I. Assigning Exchange Targets



## SETTING DAILY OR MEAL-BY-MEAL EXCHANGE TARGETS

You can set daily, or meal-by-meal exchange targets for your patients to ensure that they not only reach their caloric target, but that their macro nutrient intake is evenly distributed throughout the day. Exchanges support food choice flexibility within each category.

### I.5. Set your patient up for Exchange Targets

Communicate

- Direct Messages
- Team and Patient Chat

Customize

- Configure Log Questions
- Coping Skills
- Manage Goals
- Meditations
- Weekly Meal Planner
- Exchange Targets**

Select "Exchange Targets" in the patient menu.

Exchange Targets

Jenny

Enable exchanges targets ☒ Yes ☐ No

Use min/max ranges ☒ Yes ☐ No

Target type ☒ Daily ☐ Meal-by-Meal

**Breakfast**

Morning Snack

Lunch

Afternoon Snack

Select exact exchange numbers or ranges. Select target type (daily or meal-by-meal). If the latter, select a meal below.

Jenny

	Min	Max
<input checked="" type="checkbox"/> Carbohydrates	2	2
<input checked="" type="checkbox"/> Protein	1	1
<input checked="" type="checkbox"/> Fruits	1	2
<input type="checkbox"/> Vegetables		
<input checked="" type="checkbox"/> Dairy	1	1
<input type="checkbox"/> Fats		

Select the exchange categories you would like to include and the desired intake goals.

### I.6. Final plan for your patient's Exchange Targets

Breakfast	
Carbohydrates	2
Protein	1
Fruits	1 to 2
Dairy	1
Total	5 to 6

Morning Snack	
Carbohydrates	1
Protein	1
Vegetables	1
Total	3

Lunch	
Carbohydrates	1 to 2
Protein	2 to 3
Fruits	1
Fats	2
Total	6 to 8

When you have completed the exchange targets for your patient, the plan will be accessible through the patient menu in the clinician app..

Exchange targets for Lunch

1 to 2 of Carbohydrates  
2 to 3 of Protein  
1 of Fruits  
2 of Fats

How well does the meal you are about to eat meet your exchange targets?

☒ Not at all ☐ Sort of ☐ Mostly ☐ Exactly

When patients take a meal photo, Recovery Record will list the exchange targets for the meal and ask them if the meal complies with the plan.

Exchanges consumed

	Meal Target	Remaining Today
Protein	2 to 3	7 to 11
Fats	2	4
Carbohydrates	1 to 2	2 to 3
Fruits	1	7 to 8
Water	0	3 floz
Dairy	0	5
Vegetables	0	6

Show more

What did you eat and drink?

When completing the meal log, patients will select the exchanges consumed and are able to compare these with the plan.



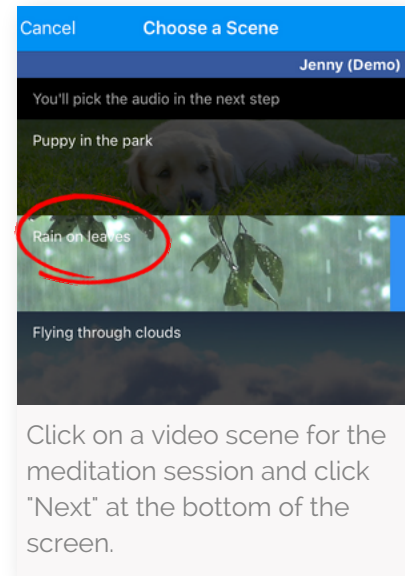
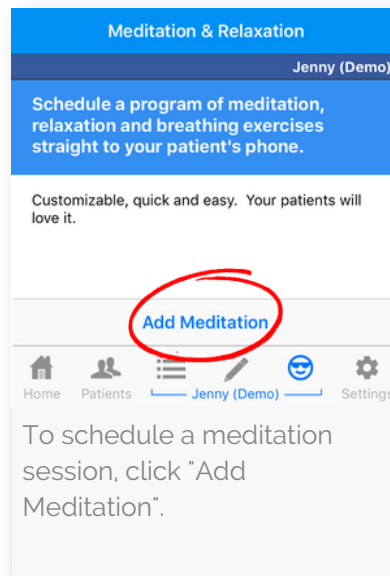
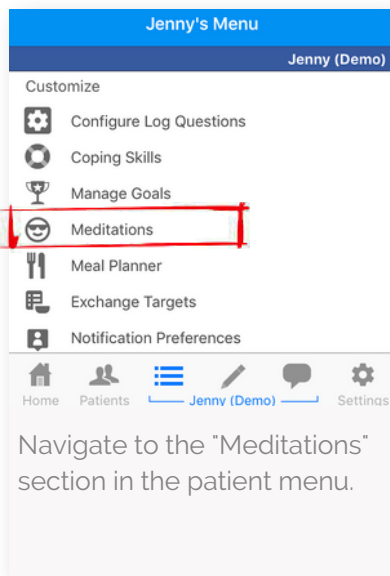
# J. Schedule Meditations



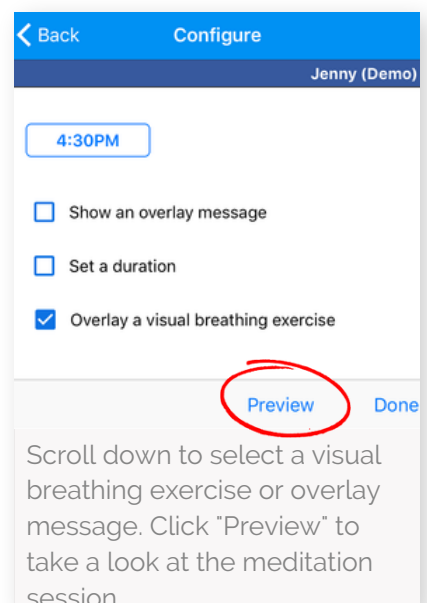
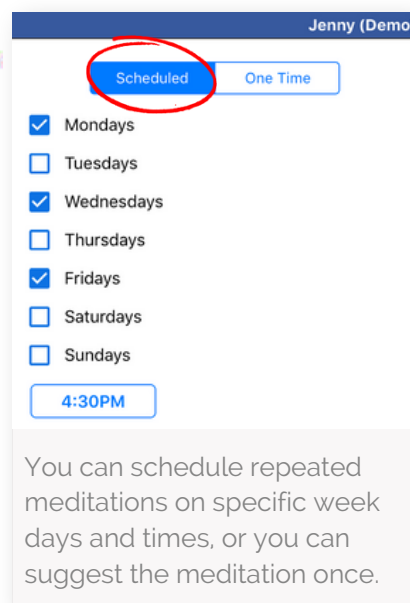
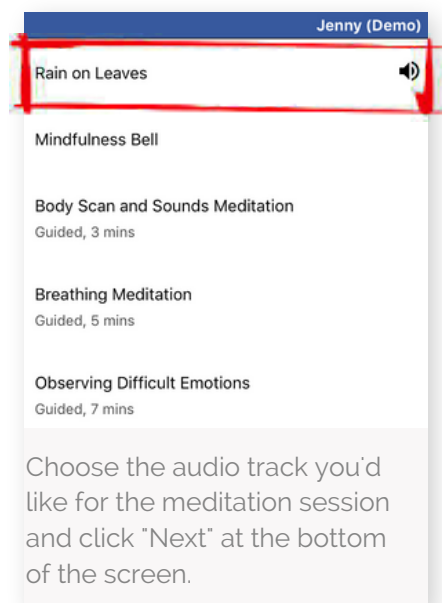
## CREATE A MEDITATION SESSION FOR YOUR PATIENT

Patients may benefit from meditation exercises. You are able to configure and schedule meditations for patients in the Recovery Record Clinician app.

### J.1. Configure a meditation session



### J.2. Schedule a meditation session



# J. Schedule Meditations



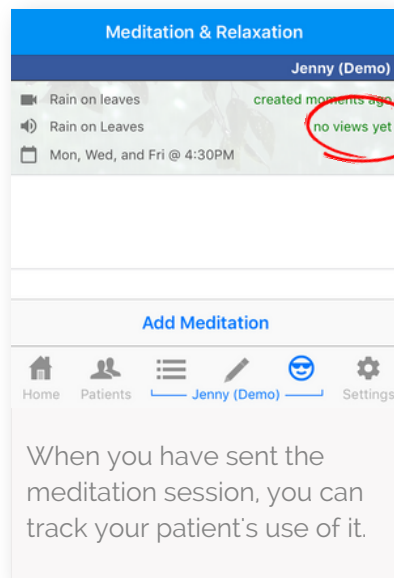
## PREVIEW AND TRACK MEDITATION SESSIONS

In the Recovery Record Clinician app, you are able to preview the meditation sessions before sending them to your patient. You are also able to track your patient's use of the meditation sessions.

### J.3. Preview and track a meditation session

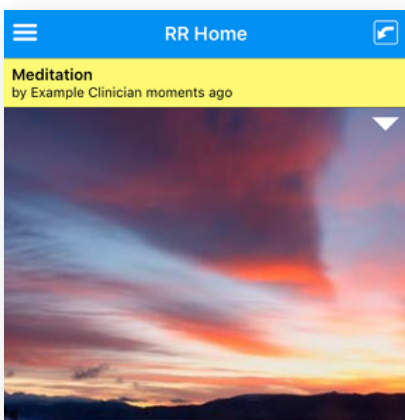


Click "Close" when you are done previewing the meditation session.



When you have sent the meditation session, you can track your patient's use of it.

### J.4. Patients are notified when receiving a meditation session



Your patient is notified of the meditation the next time they open the Recovery Record Patient app.



When pushing the yellow bar, the patient can access the meditation session immediately.

**Pro Tip:** Encourage patients to view the meditation session when they have time and are in a calm location.

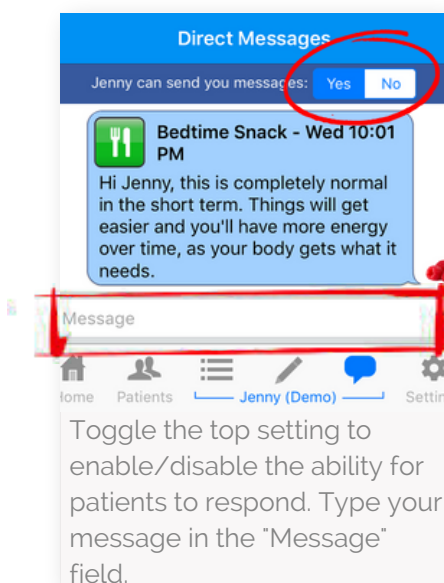
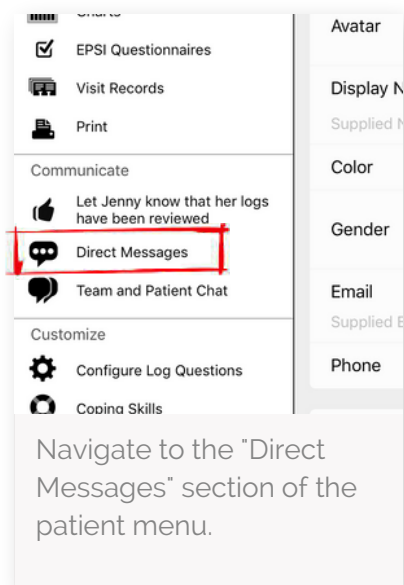
# K. Secure Patient Messaging



## SEND HIPAA SECURE INSTANT MESSAGES WITH EASE

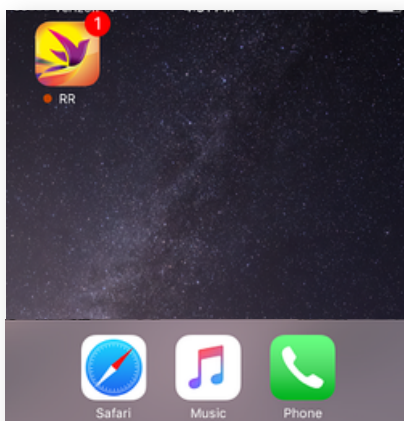
Whether between session feedback is a part of your approach, or you just need to coordinate care, traditional patient communications are often sub-optimal and insecure (e.g. text messaging and email). You can send centralized, HIPAA secure Direct Messages in Recovery Record.

### J.1. Type the message you would like to send to your patient

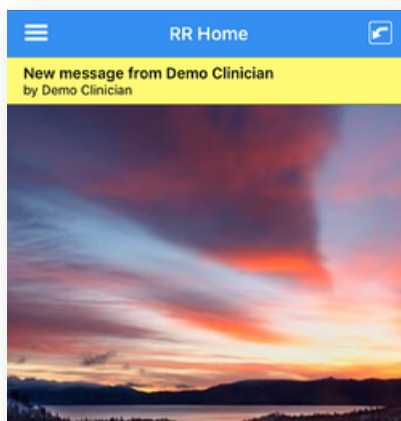


**Pro Tip: Expectation setting** is critical when using the messaging feature. Will you send patient feedback once per week? Not use this feature at all? Will patients be able to respond, or just receive your one-way feedback? Whatever your approach, it is vital that you communicate this to your patient to set clear expectations and boundaries.

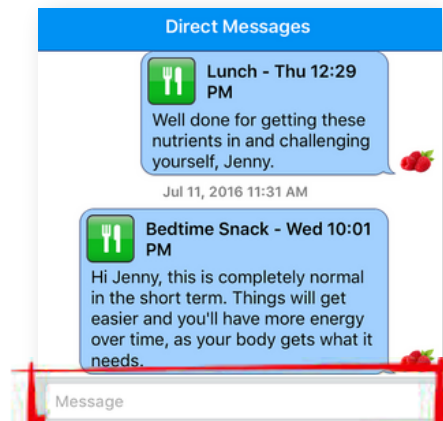
### J.2. Your patient is notified of new message and responds in-app



You patient receives a push notification and sees a red badge on their app indicating a message is waiting for them.



On opening the app, patient sees a yellow banner which re-directs to the message when clicked.



Patient view of messages is very similar to the clinicians (and many other messaging tools you are accustomed to).

"My daughter struggled with an ED and has been doing much better. However when she was ill, the (provider) messaging feature of the app was helpful in helping identify how at risk she actually was, and in short, may have been instrumental in saving her life."

- Recovery Record User's Father

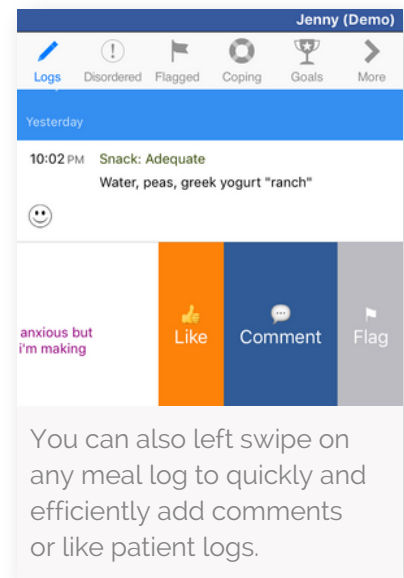
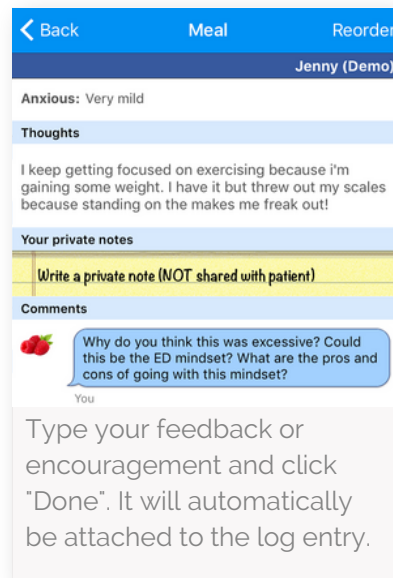
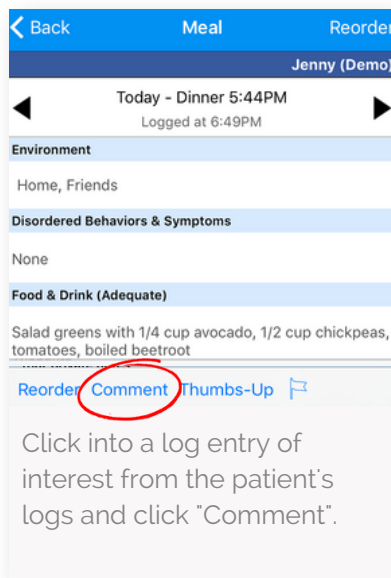
# L. Comments on Logs



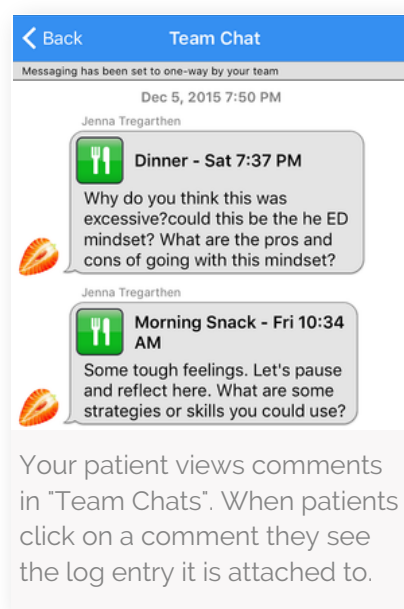
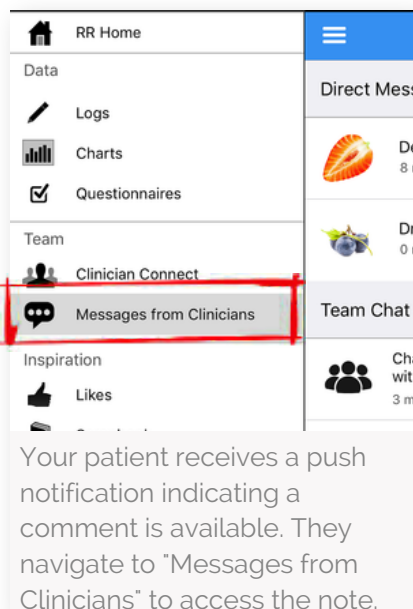
## PROVIDE CONTEXTUALIZED FEEDBACK ON LOG ENTRIES

An incredible capability of bringing mobile technology into your treatment, is the option to providing feedback on specific events or meal entries. We are told time and time again by clinicians that big patient breakthroughs often happen via on the spot encouragement, challenges or validation.

### K.1. Attach the feedback you would like to share to a log entry



### K.2. Your patient is notified of the comment and views it in the patient app



**Pro Tip:** When providing in-app feedback, do not forget that your **patient is missing your non-verbals!** Consider how to balance challenging your patient with being supportive and encouraging.

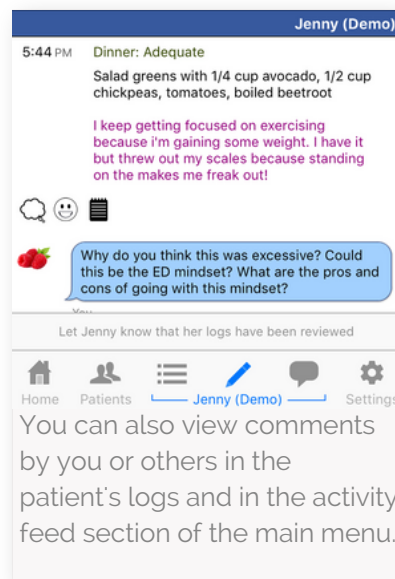
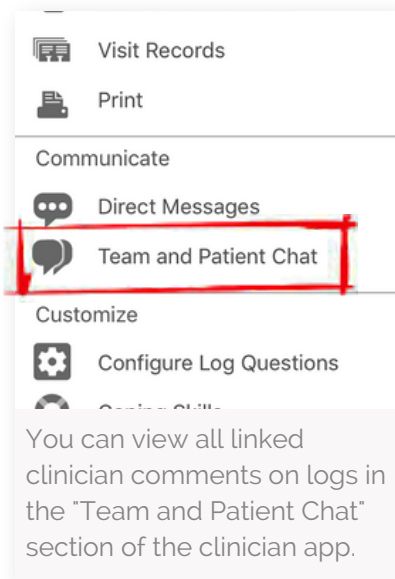
Whereas "Direct Messaging" is only between you and the patient, all clinicians linked with the patient can see comments on logs in the "Team and Patient Chat" section of the clinician app. This keeps the whole team up to speed on the feedback that the patient has received.



# L. Comments on Logs



## K.3. All team members see comments made in the "Team and Patient Chat" section



**Pro Tip:** Want to edit or delete a comment? Just long hold your finger on the comment and an edit or delete screen will appear.

**You can attach comments to meal, feeling, behavior, thought and photo logs - and questionnaires!**

# M. Patient Meal, Feeling, Thought and Behavior Logs



## THE CENTRALITY OF SELF-MONITORING

Self-monitoring is a cornerstone of both Cognitive Behavioral Therapy and Dialectical Behavioral Therapy. Recovery Record enables discrete and convenient collection of symptoms and other clinical data throughout the day, in a way that is likely to be more complete and accurate than a paper diary or a report to a clinician.

The benefits of self-monitoring include:

- 1. Facilitating self-reflection** - increasing your patient's ability to identify feelings, emotions, and behaviors in the moment, reducing dissonance and later recall bias.
- 2. Connecting the dots** - with a more complete picture of what is happening, the patient and clinician can identify patterns and triggers and work together to formulate strategies.
- 3. Encouraging skill utilization** - self-monitoring in the moment creates a coachable moment to consider alternative ways of responding. Patients may struggle to recall and attempt skills taught in the therapy office when distressed. Recovery Record can prompt use of personalized skills in the moment.
- 4. Routinizing regular eating** - reminders to eat and regular logging can help create a pattern and habit around eating and logging three main meals and three snacks per day.

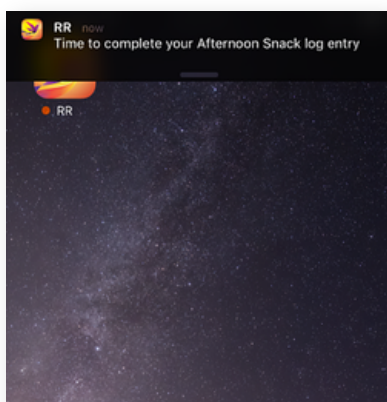
# M. Patient Meal, Feeling, Thought and Behavior Logs



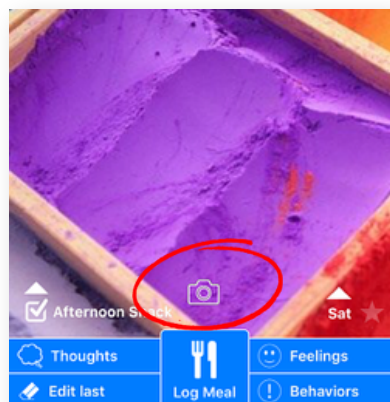
## TAKING PHOTOS OF MEALS

Patients are reminded to eat and log meals and snacks throughout the day. Once the notification is received, patients can either log the meal directly in their app, or take a photo of their meal first to capture a more accurate picture of portion size and meal content.

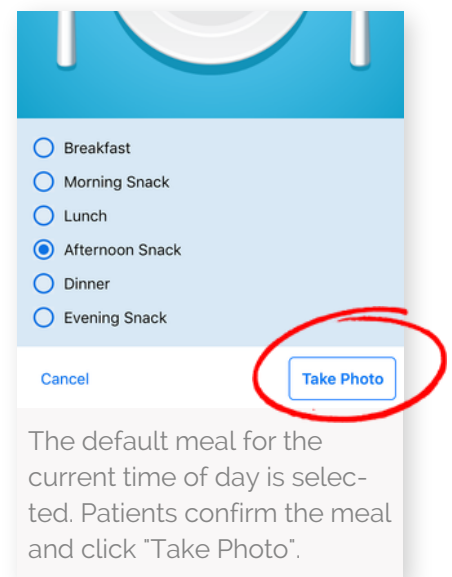
### L.1. Your patient takes a photo of a meal before they eat it



Patients receive a push notification on their phone, reminding them that it is time to eat a meal or snack.

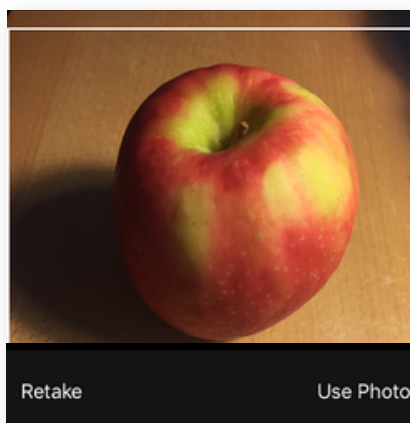


Patients click the camera icon to take a photo of their meal before it is eaten.

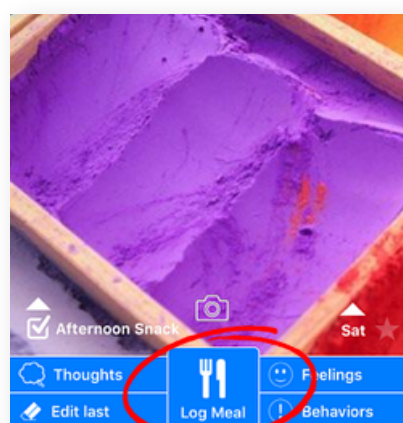


The default meal for the current time of day is selected. Patients confirm the meal and click "Take Photo".

### L.2. Your patient eats meal and then logs their experience by clicking "Log Meal"



Patients take a photo of their meal and click "Use Photo".



When patients have eaten the meal, they re-open the app and click the "Log Meal" button.

**Pro Tip:** When patients take a photo of their food it is not stored in the photo album on their phone. It is instantly shared with their linked clinician(s).

Many users find this feature to be more convenient than typing what was eaten. Patients may bypass taking a photo and only write what was eaten if preferred.

# M. Patient Meal, Feeling, Thought and Behavior Logs



## LOGGING MEALS AND SNACKS

When patients click the "Log Meal" button on the home screen of the app, they are prompted to respond to a series of questions that were personalized in the on-boarding wizard, such as how they feel, think, and whether they are experiencing any urges.

### L.3. Your patient completes self-monitoring to support meal processing

**How are you feeling overall?**

Down in the dumps

Which feelings are you experiencing?

☐ Happy

☐ Tired

☒ Anxious

☒ Sad

Very

Blue

**What did you eat and drink?**

Half an Apple, 1 glass water

**Did you meet your meal plan?**

Under Met Over N/A

**Did you use a coping skill?**

No Yes

In line with Cognitive Behavioral Therapy, patients log data about what was eaten, when, with whom as well as thoughts.

**How strong is your urge to restrict now?**

Strong

**Did you binge?**

No Yes

E.g. Eat an unusually large amount of food and experience loss of control.

**How strong is your urge to binge now?**

Patients are also asked questions about behaviors used and urges.

### L.4. Your patient receives motivational support and rewards

On completing a meal log patients are provided positive affirmations for reframing, images such as baby animals to increase motivation and puzzle piece as rewards.

Log Meal Done

Reflect Goals Rewards

You are the only one who can speak in your mind. You are the power and authority in your world.

LIKE

**Thank You!**

Even though bad things happened to me in the past, I'm still a good person

OK

After logging a meal, patients receive a Dialectical Behavior Therapy-style affirmation message and a user authored and expert approved quote.

LIKE

A new reflection image appears after each log. Patients click "Like" to collect images and quotes in their "Scrapbook" section of the app.

Reflect Goals Rewards

Collect all the pieces to earn the hidden reward

Patients receive a puzzle piece each time they log. Once all pieces are collected, patients receive a video of an uplifting song or a meditation session.

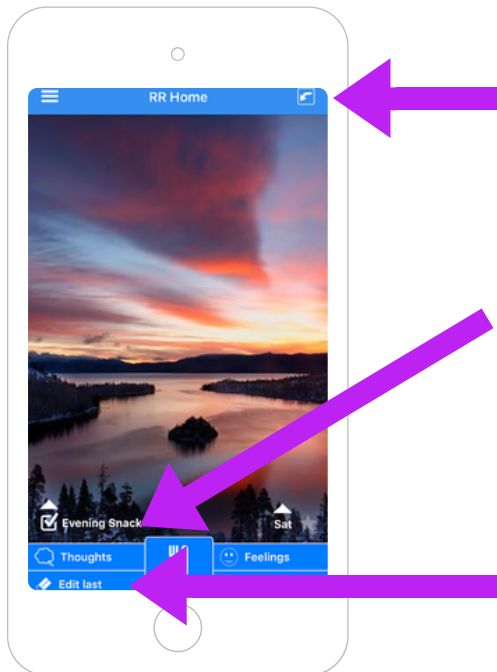
"I like that I cannot only write down what I ate, but also process it by writing about thoughts, urges and behaviors during and between meals." - Recovery Record User

# M. Patient Meal, Feeling, Thought and Behavior Logs



## L.5. Editing, back-logging, and logging in between meals

Patients can log skipped meals, edit meal logs, and log meals for previous days if they were unable to log on those days. Although there is a core focus on logging meals, patients also have the option to log thoughts, feelings, behaviors and urges separately to meals.



Patients can back-log up to three days of meals by clicking this backward arrow. You will see this arrow on backlogged meals.

Patients can log feelings, thoughts or behaviors in between meals.

Patients can edit their last log here if they missed something. You will see an eraser icon on edited logs. You will have access to edited and original logs.

## FINDING CLUES IN PATIENT DATA

Whatever the context – emotional issues, interpersonal challenges, or stressful every-day events – developing an understanding of what role food, eating and disordered symptoms play in this picture is key to helping your patient find a path forward. Through reviewing patient data, previously unseen patterns emerge and those that are dysfunctional can become obvious.

"(The Recovery Record Clinician app) has improved my working relationship with patients and allowed me to intervene in ways I'm not able to in session. It also gives me increased insight into the cognitive and emotional experience of my patients, the context of the behaviors, that is not captured in therapy sessions." - Clinician, Chicago



# M. Patient Meal, Feeling, Thought and Behavior Logs



## L.6. Review patient log entries

As soon as a patient logs a meal, you have real-time access to that meal in the "Meals, Feelings & Thoughts" section of the patient menu. You can scroll through all entries for an overview of progress and click on a specific entry for a detailed view.

**Data**

- Meals, Feelings & Thoughts
- Charts
- EPSI Questionnaires
- Visit Records
- Print

**Communicate**

- Direct Messages
- Team and Patient Chat

Home Patients **Jenny (Demo)** Settings

Navigate to the "Meals, Feelings & Thoughts" section of the patient menu.

**Jenny's Logs**

Today

- 4:32 PM Thoughts  
My mom told me to eat but I'm so ugly and obese
- 4:13 PM Afternoon Snack
- 4:06 PM Afternoon Snack: Adequate  
Half an Apple. 1 glass of water.

Scroll through all patient logs ("Jenny's Logs") for a high level view of your patient's progress.

**Jenny (Demo)**

Today - Afternoon Snack 4:06PM  
Logged at 4:16PM

**Environment**

At a treatment center, Alone

**Disordered Behaviors & Symptoms**

None

**Food & Drink (Adequate)**

Half an Apple. 1 glass of water.

**Meal photo**

If you click on a specific log entry you will see all of the details that the patient entered.

## L.7. Use icons and filters for ease of navigation

Each meal log has associated icons. These are guideposts designed to help you navigate logs. You can also use these icons to filter log entries, e.g., by associated disordered behavior. You can access the Icon Legend by clicking "?" in the top right corner of "All Logs".

### Icon Legend

	2 Disordered Behaviors		Urges
	Overall Feeling		Goal achieved
	Exercise		Flagged
	Thoughts		Clinical note
	Coping Skills Used		Back logged
			Log was edited

**Jenny's Logs**

Today

- 4:32 PM Thoughts  
My mom told me to eat but I'm so ugly and obese
- 4:13 PM Afternoon Snack
- 4:06 PM Afternoon Snack: Adequate

Click on filters at the bottom of all logs ("Jenny's Logs") to see only logs with specific attributes.

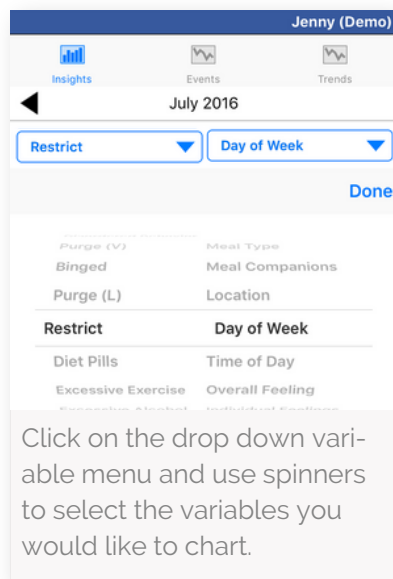
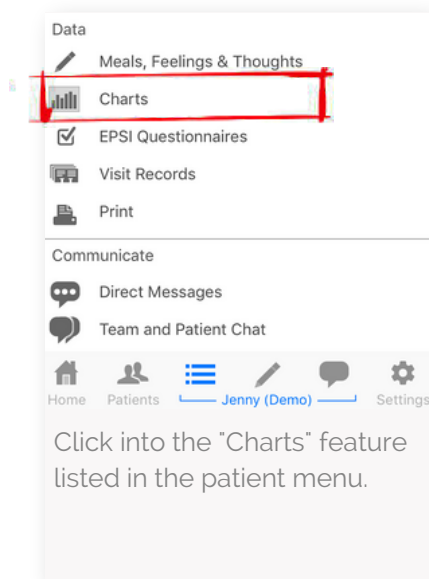
# N. Dynamic Charts



## LET DATA AGGREGATION DO THE WORK FOR YOU

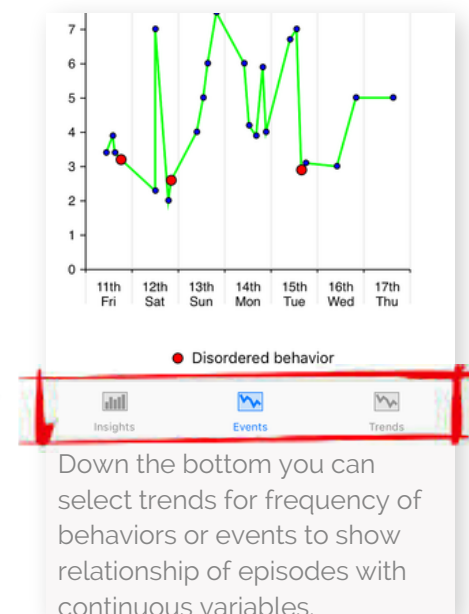
An incredible capability of capturing data digitally, is that it can be automatically aggregated to reveal patient patterns and triggers. E.g., how emotional experiences relate to eating disorder symptoms, and how symptoms have developed over the past month.

### M.1. Using charts to identify trends and share with patients



A chart will instantly be generated. You can opt to view a week, month or year of data down the bottom.

### M.2. Patient is notified of comment and views this in patient app



**Pro Tip:** A picture is worth 1,000 words. Charts allow for the discovery of highly individualized patterns. You can look at charts together with your patient in session to assist patients in organizing and understanding their data. Your patient also has access to charts in their app. Why not ask them to review their charts before your next session, and tell you what they discovered?

Down the bottom you can select trends for frequency of behaviors or events to show relationship of episodes with continuous variables.

"The charts have given me the opportunity to recognize my emotional connection to food. For years I have struggled with either being on a strict diet or eating everything in sight, there was never really a middle ground. The charts have helped me to recognize my emotional patterns and it has been extremely helpful for me." - Recovery Record User

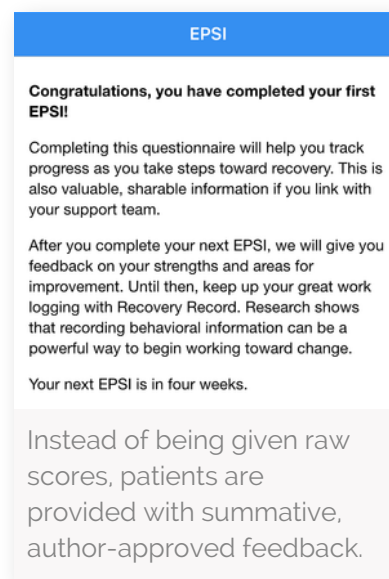
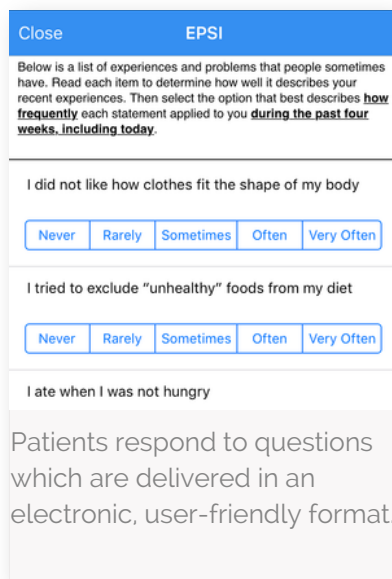
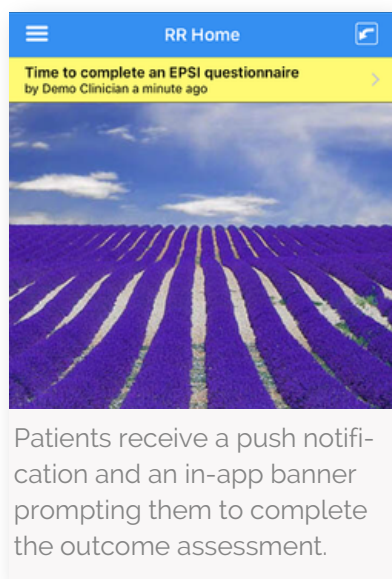
# O. Outcome Evaluation



## EFFORTLESS OUTCOME EVALUATION

Recovery Record has built-in, fully-automated monthly outcome assessment. Patients are prompted to complete their first standardized questionnaire when you link with them and are subsequently prompted to complete a questionnaire on a monthly basis.

### N.1. Your patient is prompted to complete an in-app outcome questionnaire



### N.2. About the Eating Pathology Symptoms Inventory (EPSI)

Following a thorough review, the default in-app questionnaire, the Eating Pathology Symptoms Inventory (EPSI), was selected for the following reasons:

- Requires no specialized training to administer
- Is brief and easy to complete and interpret
- Includes clinically relevant scales: Body Dissatisfaction, Binge Eating, Cognitive Restraint, Purging, Restricting, and Excessive Exercise
- Psychometric properties are at least as strong as, if not better than, other self-report measures
- Strong assessment of restraint. The Restricting scale is significantly negatively correlated with BMI

Recovery Record also supports delivery of a range of questionnaires for treatment centers.

## A WORD FROM THE AUTHOR OF THE EPSI

As a clinician and researcher, I am fascinated by results of studies that show clinicians who regularly engage in patient outcomes tracking have better therapeutic success. The work I have devoted to improving eating-disorder assessments has culminated in the development of the EPSI, a self-report tool that appears to provide a reliable and accurate "snapshot" of key thoughts and behaviors experienced by those with an eating disorder." - Dr. Kelsie Forbush, Director, Center for the Advancement of Research on Eating Behaviors (CARE), University of Kansas

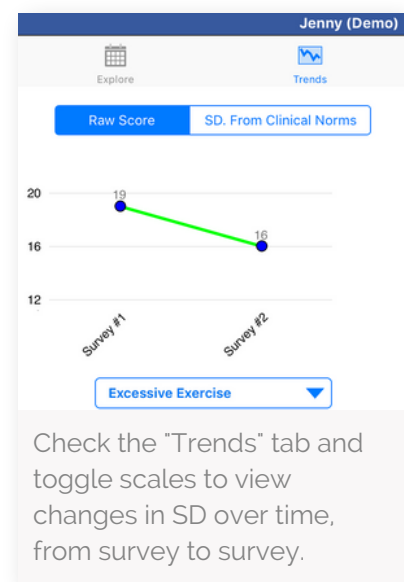
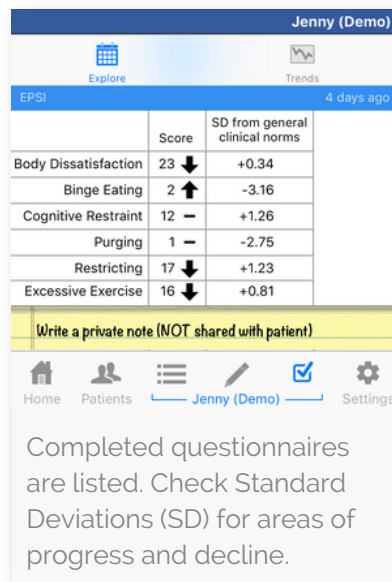
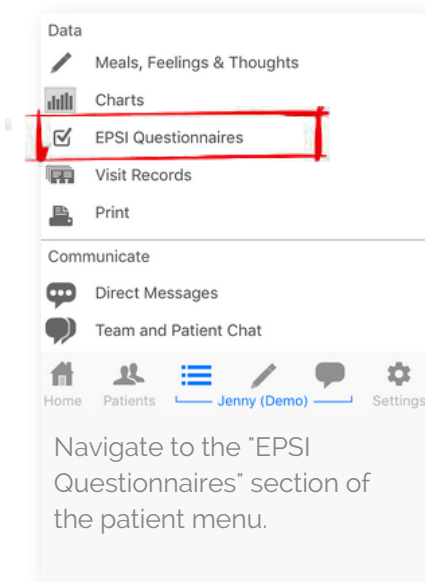
# O. Outcome Evaluation



## EFFORTLESS OUTCOME EVALUATION

When patients complete an in-app questionnaire, it is automatically scored, standard deviations are calculated and all data is made instantly available to you.

### N.3. Access patient questionnaire results and track change over time

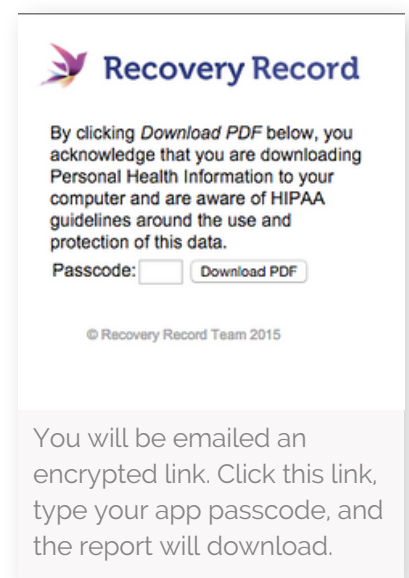
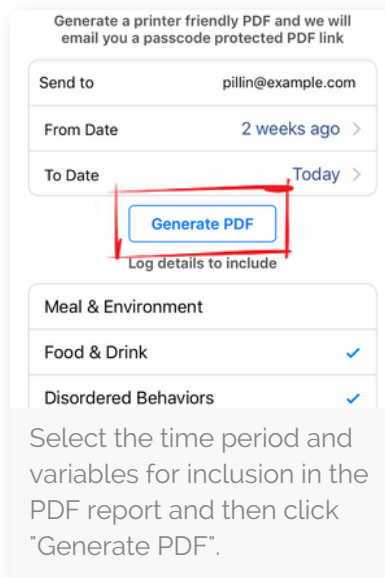
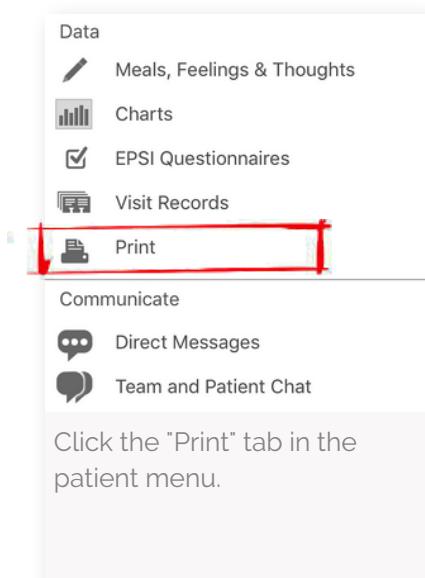


# P. Printing PDF Reports

## DOWNLOADING HIPAA SECURE REPORTS

Sometimes, it is helpful to have a print out of paper logs, whether to refer to in session or group, or to make notes on for your patient. You can select the variables you would like included in PDF reports.

### O.1. Customize and generate PDF reports of patient data





# Appendix A. Goal Templates



## MOTIVATION ENHANCEMENT

- **It's a journey:** An eating disorder does not develop overnight, nor disappear overnight. I choose to file for divorce with this eating disorder and commit to a long term marriage with recovery. This includes celebrating even small successes, tolerating ups and downs, and giving myself time to continue this work.
- **Growth mindset:** Give yourself a chance to get through the tough times and to experience some of the delights and joys of breaking through. This is an experimental, continuous journey - allow a full year or longer with an experimental/recovery mindset is a good rule of thumb.
- **Experimental mindset:** Know that this is a way you can experiment your way to recovery. There is no right and wrong, it is trial and error. Just go with it for now; with no judgment
- In step with my values Identify one measurable thing that I can do today that leads me closer to what I value. E.g. Today I commit to calling a loved one, which is in line with my value of being a person who reaches out to people they care about.
- **Begin the journey on the right foot:** I will remove items from my living environment that undermine my efforts to have a healthy relationship with food and my body. E.g. Clear the house of triggering foods, body-focused magazines
- **Prepare for the climb:** Make a list of actions I can take to keep on the track. This might include things that have worked in the past or new ideas E.g. Let someone I trust know i'm doing this, bookmark a motivational Ted talk to watch each day.
- **Realistic view:** I will identify one unrealistic standard I have imposed on myself each day and adjust my high standard to one that is flexible. Consider, would I expect others to live up to my expectations? Am I narrowing my focus on one area, ignoring other aspects of myself?
- **Belief challenging:** Identify a negative belief you have about your recovery journey. Examine the consequences of having that belief.

## SELF-MONITORING COMPLIANCE

- **Continue meal monitoring:** I will keep up monitoring of meals and snacks this week, including those that were skipped, unplanned or did not go as planned
- **Monitor meals:** I will log at least 3 main meals and 2 snacks per day. Skipped the meal? Not happy with how it went? Log it anyway!
- **Log on the weekend:** Keep up logging even amidst the hustle and bustle of the weekend and social outings.
- **Monitor my mind:** I will notice and write negative thoughts that pop into my head in the "thoughts" log section. Then, I will write the answer to two questions. 1. How is this thought unhelpful? 2. How is this thought inaccurate?
- **Don't miss a meal or snack log:** I will not skip logging a meal or snack
- **Give it a go:** I will stick with RR and keep my mind open to what learning may come. Next week there will be some insights that will help me get closer to recovery

# Appendix A. Goal Templates



## MEAL MANAGEMENT

- **Eat Regularly:** Eat three meals and two to three snacks per day
- **No meal skipping:** Don't skip any meals or snacks
- **Have something to eat at each meal:** I will eat something at breakfast, lunch and dinner, plus 2-3 snacks. Note: Not eating regularly will slow my metabolism, dysregulate my blood sugars, cause poor concentration, and predispose me to binge eating.
- **Manage leftovers:** I will do my best to reduce my exposure to excessive amounts of food that trigger me to over-eat mindlessly. I will prepare only what I/my family need. If there are leftovers I will either give them away, freeze them or throw them away to remove temptation.
- **Mindful eating:** For at least one meal or snack per day I will select and eat the foods mindfully. Mindful eating is sitting down to eat while paying conscious attention to taste, smell, texture, and sight of food.
- **Introduce a fear food:** Gradually, experiment with eating a food that I have previously avoided in planned, controlled situations. Start with an avoided food I am least fearful of. Make sure I am in a safe situation, have only one portion available, an activity planned afterwards, and (if possible) a trusted friend on hand.
- **My vow:** I vow to eat 3 meals and two snacks at least three days this week, regardless of how I am feeling or what I am doing. This may involve eating more or less than I feel like. The goal is to protect me from under eating or overeating and train my body to develop hunger cues.
- **No caffeine after 3pm:** I will drink more water throughout the day, and do my best not to drink caffeine after 3pm. Why? Our brain often confuses hunger and thirst.
- **Plan grocery shopping:** I will prepare a list before grocery shopping and only shop when it is easier for me to make choices that support my values (e.g. after a meal and never when tired or hungry).
- **My hydration:** I will be mindful of daily fluid intake. I will keep a bottle of water in a convenient place and drink and refill throughout the day. Why? Our brain often confuses hunger and thirst; Therefore, a steady consumption of fluids can help better regulate eating.
- **Sit while eating:** I will try and do most of my eating while sitting down (and not while driving, cooking, or in front of my phone/computer).
- **Pre-plan meals:** Planning what I will have for meals in advance can help avoid last minute decisions that could increase anxiety and regret. I will try planning each meal for the next 3 days! I will decide roughly what and when I will eat, with no more than a 2-3 hour gap between meals or snacks.
- **Add variety:** I will get creative and introduce 1 alternative nutritious snack per day this week. As I try new snacks, write down those that I particularly enjoyed, so I can look back when I am out of ideas. Why? Becoming flexible and having options is important - plans change!
- **Food and TV:** I will refrain from eating while watching television or surfing the internet.
- **Fear Food List:** Develop a list of foods I have forbid myself to eat, consider the reason that I forbid myself to eat that food. Was it out of fear? What is the evidence for the reason?
- **Balance my plate:** Eat three balanced, regular portion meals per day.
- **Identify times of mindless eating:** I will log all times I find myself eating mindlessly and outside of my planned meals and snacks. E.g. in front of the TV, grazing at the fridge, while on the computer. Mindless eating can lead to a disconnect with feelings of hunger and satiety, or negative feelings, which can in turn lead to problematic eating.

# Appendix A. Goal Templates



## TRIGGER AND URGE MANAGEMENT

- **Know my triggers:** I will notice things or situations that amplify my vulnerability (triggers) in the thought log. I will ask "what set me off?" Examples: Feeling unwell, drinking alcohol, certain emotions, negative self-talk, weight gain, confrontation, financial stress, lack of sleep.
- **Set the stage for success:** I will remove items from my living environment that undermine my efforts to have a healthy relationship with food and my body. E.g. Throw out clothes that no longer fit, clear the house of diet foods, beauty magazines, scales.
- **Binge distracting activities:** I will experiment with at least one additional way to distract myself when I have an urge to binge, or when I find myself eating mindlessly. E.g. listening to music, leaving the house for 30 minutes, taking a shower, chewing on ice, calling a friend.
- **Purge distracting activities:** Distract with pleasurable activities when I have an urge to purge
- **Restrict distracting activities:** Engage in distracting, pleasurable activities around meal time to decrease the likelihood I will restrict. E.g. play relaxing music, have my pet nearby
- **Outsmart triggers:** Knowing my triggers empowers me to see them coming. Each morning I will identify an upcoming possible trigger. I will prepare my armor (skills) and take steps to survive with as little damage as possible. Every time I survive a trigger, its power over me decreases.
- **Avoided situations:** I will gradually expose myself to a previously avoided situation involving food. First, I will visualize myself in the situation and imagine possible challenges and how I will overcome them. Trying to avoid something may make it much more dominant in my mind, especially in situations where I might miss out a social interaction that can be interesting, fun or rewarding. Over-avoidance can lead to more unwanted behaviors
- **New skills for old urges:** Experiment with new skills for effectively overcoming urges to binge and to compensate (E.g. purge, restrict, skip meals, excessive exercise). Every time I survive an urge, its power over me decreases.
- **Weighing:** I will weigh myself only once per week at the same time per week and will not keep scales in the house (I will weigh myself at the pharmacy). Note normal fluctuations in weight and read about the "set point" (how your body finds its way back to it's optimal, healthy weight).
- **Identify risky foods:** Identify 3 trigger foods (foods that I tend to have trouble with). Think about when/how the food finds its way into the house. Then, re-write the script: swap the foods with a substitute, disrupt the method of entry, or change the quantity, ask someone to help me.

## EXERCISE MANAGEMENT

- **I like to move it move it:** I was born loving to move, and I will reclaim this! This week I will move my body in a way that makes me feel good and proud for 10 minutes per day. (e.g. crank my favorite music and dance, stretch, take the stairs, walk in nature or an unexplored street.)
- **Exercise wisely:** I will choose to move my body in a way that is healthy for it. For instance, not push myself in a way that is compulsive or will lead to injuries.
- **Plan exercise balance:** I will plan my exercise (day, time, & type) in advance this week. Planning my exercise will ensure that I schedule the activities I enjoy AND help prevent me from over-doing it.

# Appendix A. Goal Templates



## INTERPERSONAL

- **Improve relationships:** I will do at least one thing, in order to become closer and more engaged with one person or a group that is important to me and can be important to my getting better, even if not directly.
- **Sculpt my social:** Have you noticed, the more you click links, the more of that content you receive? I will clean my feeds by un-following triggering friends, influencers, diet groups and media. I will click content that matches my values or makes me feel good. E.g. Ted Talks, Project HEAL, Nature and Animal images, Art&Design.
- **Strengthen social:** The right people in my life can boost positive change. Think of an old or new friend I've been meaning to connect with. Organize a time to meet or speak this week. Spending time with friends decreases stress and reconnects with the "Me" I am fighting for.
- **Enlist support:** I will reach out to someone who would like to support my journey. I will help them help me by asking for their assistance, emotional support, social relief or feedback. What type of support do I need? Who will I turn to? When will I need help? Take action and invite this support.
- **Make my needs known:** Try out a more direct and clear way of communicating my needs
- **Enlist friends and family:** I will reach out to someone who would like to support my journey to a healthier life. I will help them help me by asking them to hang out, for their assistance, emotional support or feedback. Consider: What type of support do I need? Who will I turn to? When will I need this help?

## RELAPSE PREVENTION

- **Don't let a slip turn into a slide:** I will view slips as a temporary setback and valuable opportunity to learn. What symptoms were involved? What unhelpful thoughts? What factors contributed? What can I learn from this slip? What can I do differently in the future to avoid slips like this?
- **Monitor Lapses:** I will pay special attention to lapses or slips. Lapses are a normal part of recovery and don't undo my hard work. If I 'fall off the wagon', immediately get back on. Waiting for another time will set me up for more symptoms and the slide toward relapse. The past (albeit five minutes ago), is the past - move forward to the next mindful decision.
- **Plan of attack to get back on track:** I will create a set of actions and principals to follow in preparation for when a slip happens. E.g. Be prepared for their arrival, Label them appropriately (slip, not slide), Get back in track ASAP, Use skills that worked in the past, Remind myself of progress, Remember recovery takes time.
- **Set SMART Goals:** I will protect myself from frustration by creating SMART (Specific, Measurable, Achievable, Relevant, Time-Limited) goals in the "Goals" feature. Don't get too caught up in "big things". Think about baby steps and focus on strengths - what have you been doing well that you can build on?
- **Improve coping skills:** Keep practicing the things that work for me and trying new skills, even if I don't feel like working on them. By practicing and strengthening my skills "muscle" I will be prepared and ready when I am vulnerable.
- **Avoid avoiding:** I will actively do something I've been putting off. No one feels good when avoiding doing something necessary. Taking action prevents the option to misuse food as an avoidance strategy.





## Patient Training Guideline

**Overview:** The Primary Therapist or Dietitian will introduce Recovery Record to patients to ensure expectations are managed and the app is used in the context of treatment as intended.

*The Recovery Record Training has three purposes:*

1. **The Basics (“Why”):** Introduce patients to self-monitoring and coping skills as important foundational components of the recovery process.
2. **Ground Rules (“How”):** Let patients know how Recovery Record will and will not be used in program. Set expectations.
3. **Hands on Training (“What”):** Help patients set up their Recovery Record app. Orient patients to the app including how to use its features.

## Talking Points: The Basics (Why)

1. **Recovery oriented app vs. dieting app:** Invite patients to share their experiences with Recovery Record or other mobile applications - what did they like or find helpful? What didn't they like? Make distinction between calorie counting apps and behavior change-oriented apps:
  - a. Self-monitoring to increase self-awareness of emotions, thoughts, behaviors and the relationship between them. This helps patient and treatment team experts in understanding the nature and context of the problem.
  - b. Specific coping skills can be practiced to help change behaviors and effectively manage urges and tough emotions.
  - c. Highlight irregular eating as a maintaining factor and app to help develop a habit of regular eating and adjust to the initial associated discomfort.
  - d. App as a ‘helper’ on their journey – a secure place they can track progress and set backs, keep up with programming, and access in the moment skills and support. A tool they can practice using in program and take outside of the treatment facility and into the storm of day-to-day life.
2. **Get out in front of common objections:**
  - a. **Fear of heightened preoccupation with food:** It is natural that you have heightened awareness of the thoughts, feelings and urges associated with meals. The app will help you notice and become an expert in the nature of your eating problem. This is uncomfortable at first. It is well studied that the preoccupation goes away after a few weeks, but the benefits of becoming an expert in your eating problem remain!

## Procedure, Continued:

- b. **Fear of breaches to sensitive data:** Recovery Record is almost as secure as a bank! Recovery Record is HIPPA-compliant. This means patient data is kept private and confidential, even when shared with your treatment team via the app. Only the treatment people you are linked with access your detailed information, and your outcome questionnaire scores are used by the organization to help evaluate and improve quality of care.
- c. **Fear of judgment or punishment if logging honestly:** It can be daunting sharing things you might be ashamed of – remember, the antidote to breaking the hold of shame is sharing and receiving empathy. I can help you only as much as you let me and share with me. Push yourself to be as honest as you can. Just by being honest in RR, you move fears into the realm of the workable, and empower yourself and your team to understand the problem and find the most effective path to recovery.
- d. **Uncertainty about when/how data is used:** You might be wondering when your team will be reviewing logs. Remember, they will be predominantly reviewing data with you in individual sessions. In addition they will provide one “interaction” (e.g. feedback) per week. You can also expect them to update your coping skills and clinical goals every week or two. You can also access your own charts, skills and goals – feel free to take ownership of the tool and let your clinician know if you have found something interesting.

## Talking Points: Ground Rules (How)

### 1. What Recovery Record is and is not:

- a. **For patients participating in group programming, they will be expected to use cell phones appropriately** as defined below:
  - i. Patients must comply with privacy and confidentiality rules as set out by HIPAA. Therefore, patients may not take pictures of peers, staff or the treatment center with electronics or cell phones. Patients may not post pictures of treatment center, other patients or staff on social websites, or in anyway reveal the identity of peers in treatment to anyone outside the treatment setting.
  - ii. Patients may not share their mobile phones
- b. **Recovery Record is not for emergency use** or the place to report emergencies. If you do have an emergency, please follow clinic protocol.
- c. **Just like emails, your clinician is not expected to be aware of or respond to what you write into Recovery Record**, except in session.
- d. Encourage patients to not only self-monitor via the app, but to also continue to share experiences in person with peers and staff.
- e. When discharged from clinic, patients **may continue to use Recovery Record on their own.**

## Procedure, Continued:

### 2. Expectation Setting:

- a. **Patient logging expectations:** Discuss with patients expectations regarding frequency of use; that they will all meals and snacks (even if they are missed!) and log feelings, behaviors and thoughts separately to meals as they come up.
- b. **Team interactions:** Individual therapists and dietitians will each review data in or before individual sessions. One in-app feedback and a new skill or meal plan will be added to the app approximately one time per week. Goals for the week from the Treatment Plan will also be added to RR.

### Talking Points: Hands on Training (What)

*Patients are invited to install the Recovery Record application on their phones. Facilitator installs a patient app from the app store prior to this training, and demonstrates how to log a meal in parallel with the patient.*

#### 1. Setup and instructional demonstration:

- a. **Patient sets up their account details:** Patients click on *Profile* and select an avatar and complete their personal information (name, email, password).
- b. **Linking with the patient:** Guide patients to the “Clinician Connect” section. Provide link codes for relevant team members, ask patient to enter these. Accept the link invitation in your own account.
- c. **Individualize setup:** Walk through the Onboarding steps. Ask for patient’s input regarding behaviors that should be monitored. Set coping skills and goals to help them get started.
- d. **Practice meal logging:** Patients log the last meal that they ate. As they do so, explain that the app will only help them and their team as much as they are transparent and open in it. On the “Reflect” screen (with animal picture) point out that patient can “Like” pictures and quotes to collect them. *Meal logging is the main feature, but patients are also encouraged to log behaviors, feelings and thoughts separately to meal logs.*
- e. **Self-guided resources:** In addition to accessing the skills and goals set by their primary therapist and dietitian, patients are shown they can explore other coping skills in the app, can review their own charts to see if they can see any patterns. *Pair-Up is a great feature to get buy-in that you might like to demo.*

Please contact [support@recoveryrecord.com](mailto:support@recoveryrecord.com) if you have any questions or concerns.