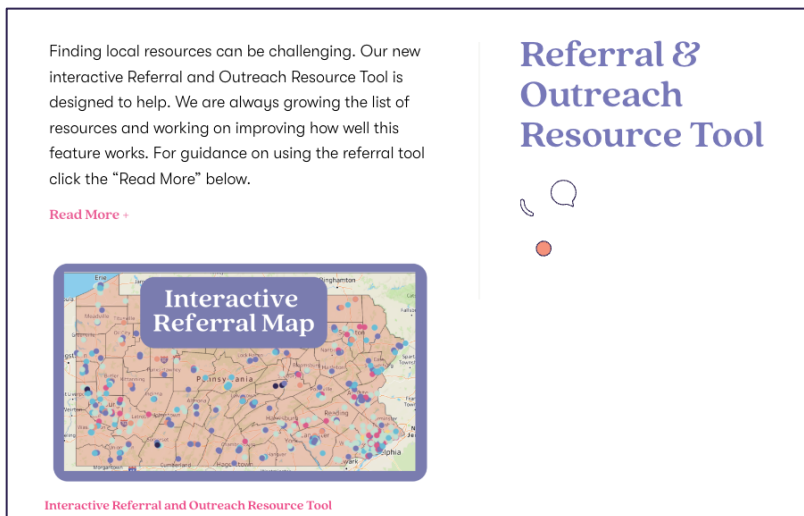


Referral & Outreach Resource Tool Guide

Finding local resources can be challenging. Our interactive Referral and Outreach Resource Tool is designed to help. This guide provides information about navigating the Tool.

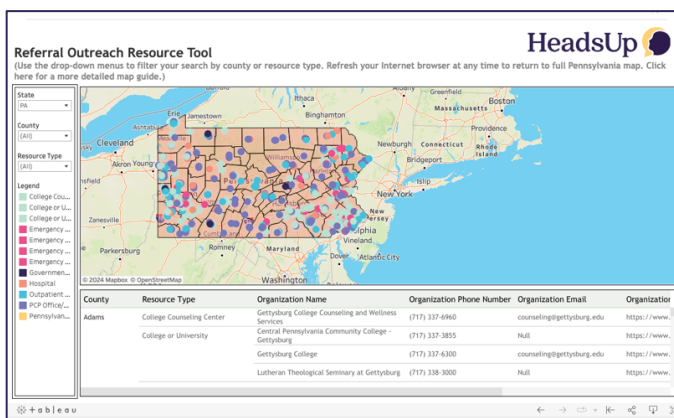
1. Accessing the Referral and Outreach Resource Tool

- a. Click [here](#) to access the HeadsUp website.
- b. Navigate to the Referral & Outreach Resource Tool section of the page for a current link to the Tool.



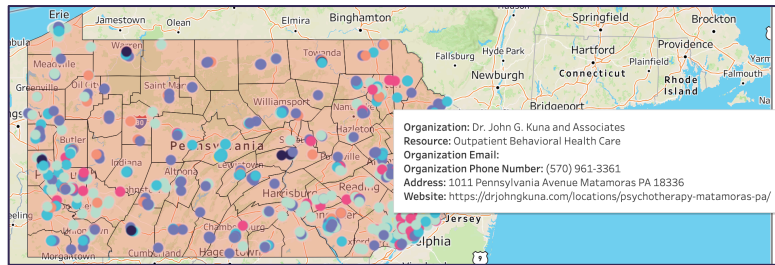
2. Using the Referral and Outreach Resource Tool

- a. When you first open the Tool, the default Pennsylvania map presented will show all counties and resource types. You can refresh your browser window at any point to return to this view.



b. Each dot on the map represents a unique resource.

i. Hovering over a dot will display contact details for that specific resource.



ii. Each color represents a different resource type.

Legend	
	College Course...
	College or Univ...
	College or Univ...
	Emergency Be...
	Emergency Be...
	Emergency Be...
	Emergency Be...
	Government A...
	Hospital
	Outpatient Be...
	PCP Office/Hea...
	Pennsylvania E...

iii. Resource types include:

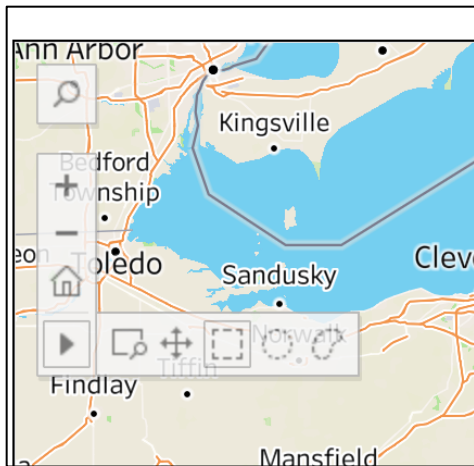
- College Counseling Center
- College or University
- College or University/College Counseling Center
- Emergency Behavioral Health Care
- Emergency Behavioral Health Care/Community Organization
- Emergency Behavioral Health Care/Emergency Behavioral Health Care
- Emergency Behavioral Health Care/Hospital
- Government Agency
- Hospital
- Outpatient Behavioral Health Care
- PCP Office/Health Center
- Pennsylvania Early Psychosis Center

- c. You can customize your map view by selecting from the drop-down menus. You can filter your search by county or resource type.



Note: If there are not yet resources in the chosen area, none will appear.

- d. Hover over the map itself to reveal access to map controls.



- i. You can change your view using the following features:

- 1. The plus and minus icons zoom your view in and out.



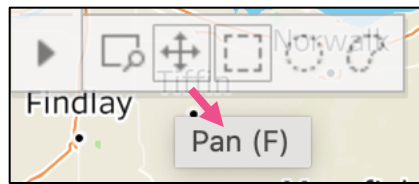
- 2. The home icon displays all resources in PA. Click this icon to return to the original map view.



- 3. Hovering over the triangle allows access to additional features:

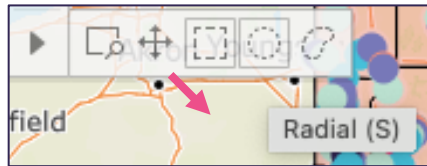


- a. Use the pan feature to scroll the map in any direction. The pan feature is indicated by the four arrowed icon.



b. When you are zoomed into the map, use the radial or lasso features to select resources within a certain radius.

- The radial feature is indicated by the dotted circle icon.



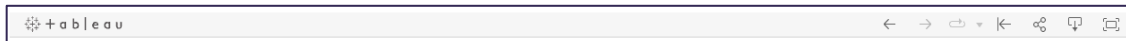
- The lasso feature is indicated by the dotted partial circle icon.



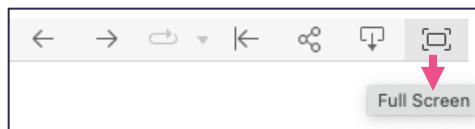
4. If you allow Tableau Public to access your location, you can use the magnifying glass to search for a particular address.



e. Navigate to the map footer to access additional features.

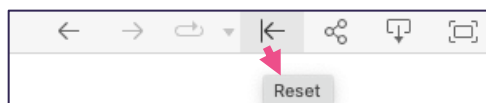


i. Enter full screen mode by clicking the icon on the far right-hand side of the footer.



Press the "esc" key on your keyboard to exit full screen mode.

ii. Return to the default map view by clicking the lined-left-arrow icon.



f. Returning to the default map view – three options:

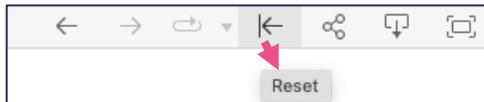
i. Refresh your internet browser at any time by using the arrowed circle icon near the address bar.



ii. Click on the home icon (revealed by hovering over the map).



iii. Click on the lined-left-arrow icon on the map footer.



g. The table underneath the map summarizes resources based on the filters you have selected. Use the bars on the bottom and right-hand sides of the table to scroll left or right, and up or down.

County	Resource Type	Organization Name	Organization Phone Number	Organization Email	Organization Website
Adams	College Counseling Center	Gettysburg College Counseling and Wellness Services	(717) 337-6960	counseling@gettysburg.edu	https://www.gettysbu
	College or University	Central Pennsylvania Community College - Gettysburg	(717) 337-3855	Null	https://www.hacc.edu
		Gettysburg College	(717) 337-6300	counseling@gettysburg.edu	https://www.gettysbu
		Lutheran Theological Seminary at Gettysburg	(717) 338-3000	Null	https://www.unitedlu

Note: If there are not yet resources in the chosen area, none will appear. If there are a limited number of resources in the chosen area, the scroll features will not appear.

3. Adding or Modifying Resources

a. If you have resources to add, or edits to make, [click here](#). Thank you for your help in keeping this important tool accurate!