

## Updating Your Google Business Profile

A Guide for NC Crisis Service Providers

### **About this guide**

This guide is step-by-step instructions for improving your listings on Google.

**It's for:** North Carolina Behavioral Health Urgent Care centers, Facility Based Crisis centers and Mobile Crisis teams.

It's important because: Google is used 300,000 times a month in North Carolina to find a crisis center or mobile crisis team. Your listings may be inaccurate or missing, keeping people in crisis from finding you.

These steps will take: less than an hour, but Google may need to verify certain information by calling you or sending a postcard.

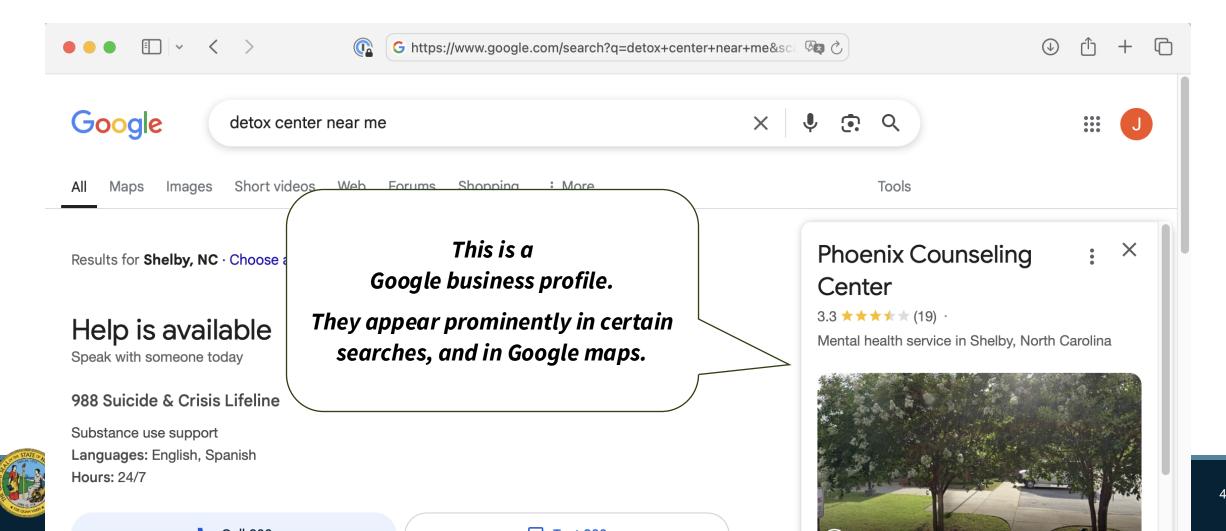




## Claim and clean up your Google Business Profile

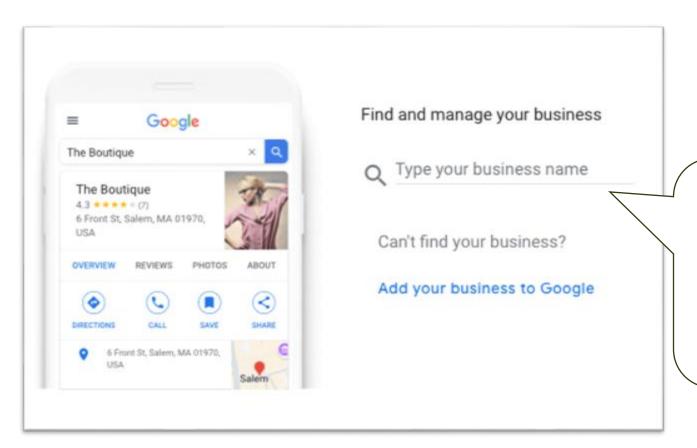
### Your business profile

A Google business profile is different from a regular search result.



## Claim your business profile

Go to business.google.com/create to find and claim your location.



If your location isn't listed, you can add it.

If someone else has already claimed it, you can ask for access.

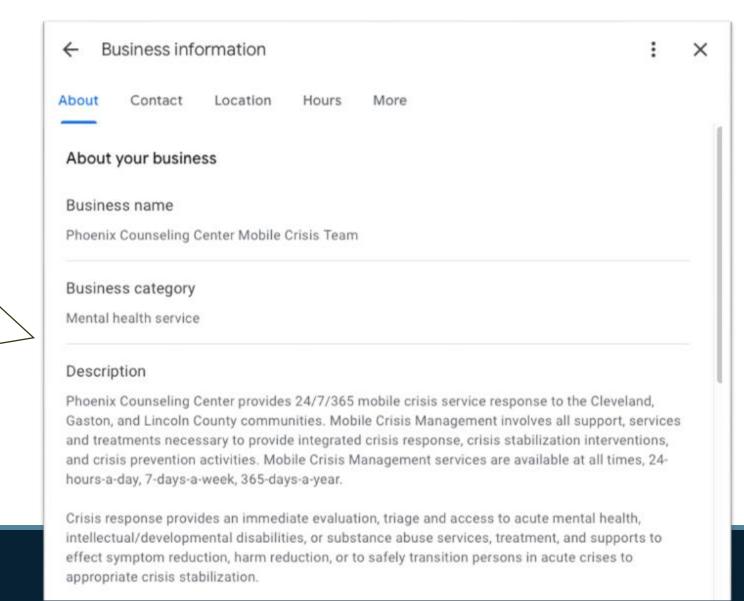


## Clean up your business profile

Make sure the profile is complete and accurate, and that it uses clear and plain language.

#### Be sure to check:

- Address and phone
- Hours of operation
- Description
- Website address





#### **Business categories**

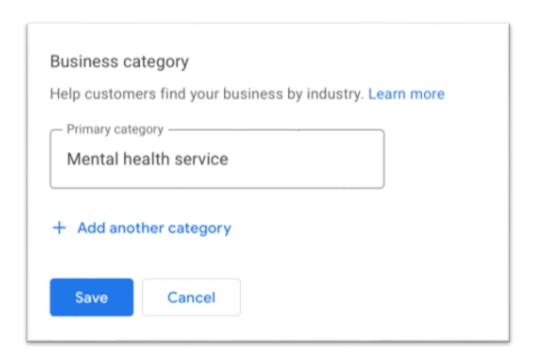
Choose from Google's list of categories for your business.

You can list more than one.

Relevant categories include:

- Mental health clinic
- Walk-in clinic
- Alcoholism treatment program
- Addiction treatment center
- Counselor
- Mental health service

Great for mobile crisis teams!



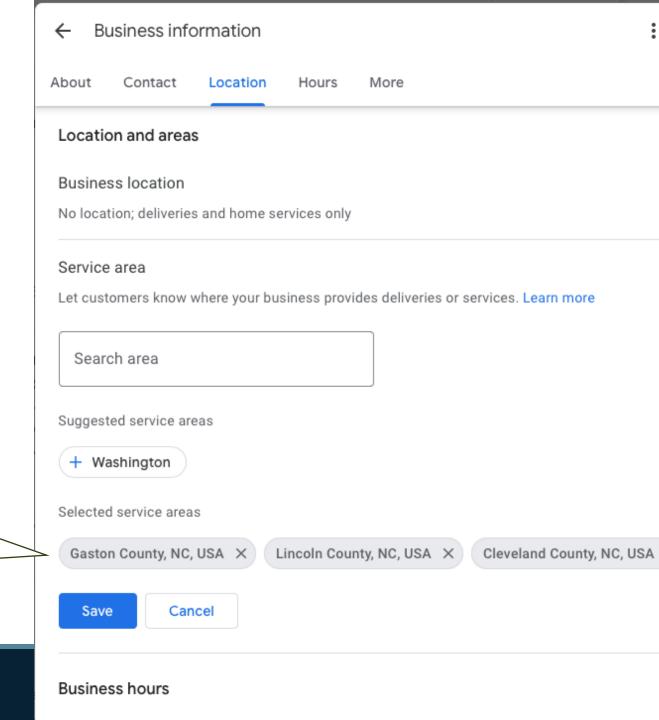


#### **Mobile crisis teams**

If you manage a mobile crisis team, add it too.

Most NC mobile crisis teams have no business profiles yet —they don't show up in searches!

Google lets you specify the counties served by the mobile crisis team.



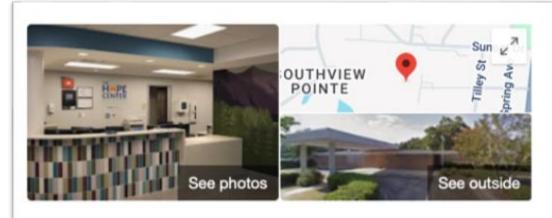


#### Use a simple title

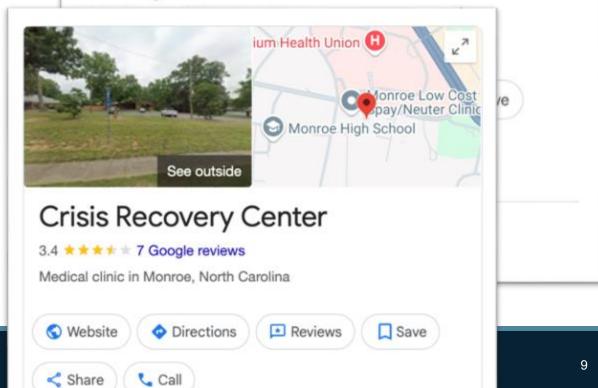
Many crisis locations are divisions within larger organizations. Their official names can be confusing.

If possible, use the simplest version of your location's name that identifies it as a crisis center.

Also: ncdhhs.gov hosts its own directory of locations — make sure the name listed there is a good one too!



The Hope Center for Youth and Family Crisis



### Write an easy-to-understand description

If possible, use simple, direct language. Feel free to use/modify these:

#### For a BHUC

We are a Behavioral Health Urgent Care center. We are a safe place for when you need help right now with mental health disorders and treatment for alcohol or drugs.

We are open 24/7. You don't need an appointment. Ages 4 and older. We can support you for up to 23 hours. If you don't speak English, ask for an interpreter.

We accept Medicaid, Medicare and private insurance. If you don't have insurance, we offer a discount and will work with you. You can call to ask how much a visit will cost.



### Write an easy-to-understand description

If possible, use simple, direct language. Feel free to use/modify these:

#### For a FBC

We are a Facility Based Crisis center. We are a safe place to stay overnight for short-term mental health care or treatment for alcohol or drugs.

We are open 24/7. You don't need an appointment. Ages 4 and older. If you don't speak English, ask for an interpreter.

We accept Medicaid, Medicare and private insurance. If you don't have insurance, we offer a discount and will work with you. You can call to ask how much a visit will cost.



## Write an easy-to-understand description

If possible, use simple, direct language. Feel free to use/modify these:

#### For a Mobile Crisis Team

Our mobile crisis team can come to you. We'll listen and understand the situation, and can meet you at your home, school or somewhere you feel safe.

Our services are free, even if you don't have health insurance. Available 24/7. If you don't speak English, ask for an interpreter.



## Include the kinds of ways you can help

People are often searching for their specific need. When writing a description, give examples of your services. For instance:

#### We can help with:

- Detox from drugs or alcohol
- Addiction and drug treatment
- Treatment for severe anxiety and depression
- Mental health crises and mental breakdowns
- Counseling when you're in a crisis
- Thoughts of hurting yourself
- Hearing voices or intrusive thoughts

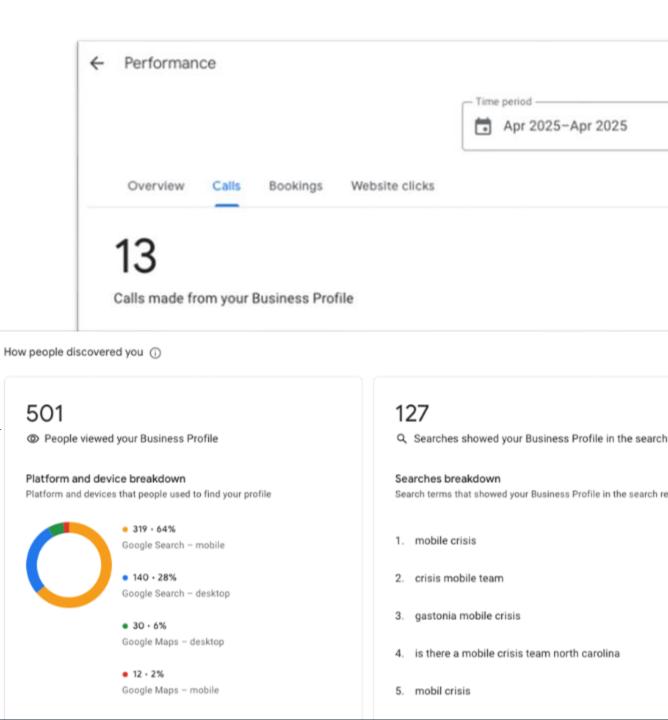
Plain language is important here! Use the language your audience uses.



#### That's it!

Repeat for each of your locations.

Over time, you'll see stats about how many people saw and acted on your business profile.







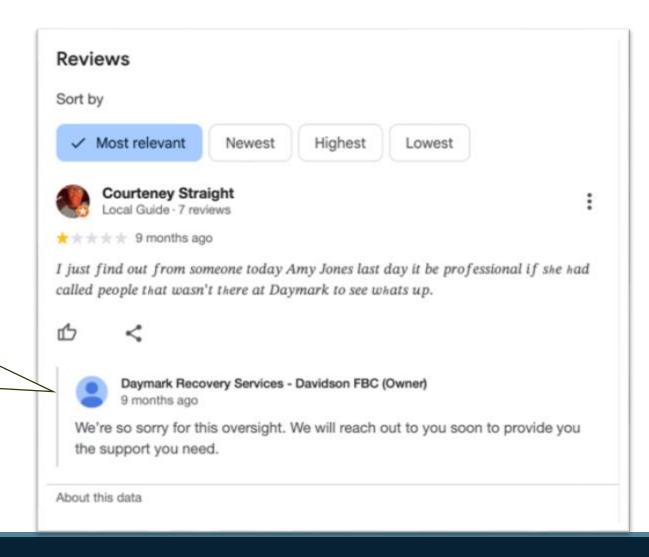
# Tips and tricks (if you have capacity)

### **Negative reviews**

Negative reviews can't be removed or hidden. However, you can reply to them.

You also can encourage your clients to give reviews.

Replying to a negative review shows you're paying attention.

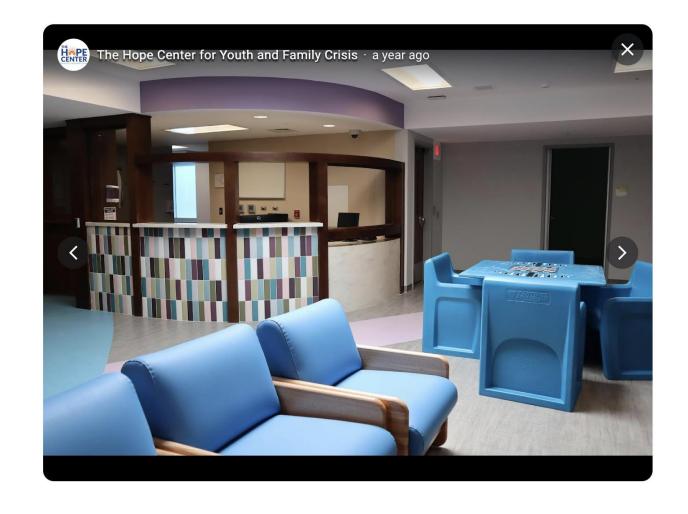




#### Add photos

If possible, use photos to convey warmth and comfort, and to show off the facilities.

(Don't include photos of clients, and none of staff without their written permission.)





#### Do the same on other platforms

If you have capacity: Yelp, Apple, and Bing have similar processes for creating and maintaining location listings on their services.

Services like BrightLocal can manage these for you (for a fee).

