Detailed One-Day Agenda

Module One: Core Competencies for the CARE Team
(suggested 8-9:30am; 8:30-10am; 9-10:30am)

- **Multiple teams: How do we choose?**
  - Retention
  - BIT, CARE, Student of Concern
  - Threat Assessment
  - Faculty and Staff
  - Satellite campuses and multiple colleges
- **What's the best name for our team?**
  - Dangers of overly law enforcement or technical names
  - Choosing a name that fits your community vibe
  - Assessing what currently works
- **How often should we meet?**
  - The weekly or bi-weekly module; problems with monthly and "as needed"
  - Threat team pitfalls to avoid
- **Who is best to lead the team?**
  - The importance of a static leader rather than rotating
  - Dual chair models; leadership qualities for the team chair
- **How should we document what we do?**
  - Importance of documentation; avoiding medical diagnoses and police codes
  - Finding the Goldilocks principle for notes
  - Database systems
    - Common systems
    - What to look for in a database and what to avoid
- **Who is on the team? Using the collaborative 5/7 model**
  - Primary Five:
    1. Counseling/case management
    2. Conduct/discipline
    3. Law enforcement/security
    4. Administrative leadership (dean, VPSA, manager, principal)
    5. Residential life (if a residential campus)
    ***Human resources (if addressing employee issues)
  - Secondary Seven:
    1. Title IX and/or sexual assault prevention
    2. Career and/or academic counseling
    3. ADA/504 and/or special education
    4. Sorority and Fraternity representative
    5. Athletics
    6. Retention services
    7. Faculty representative

Module Two: Initial Risk Assessment and Case Studies
(suggested 10:00-11:30am; 10:30-12:00am; 10:30-12:30pm)

- **How do we assess suicide?**
  - Common models of assessment
  - Understanding signs, symptoms and risk factors for suicide
  - Environmental and situational factors that escalate suicide risk
  - Support and protective factors that reduce risk

- **What motivates violence to others?**
  - Understanding affective and adrenaline driven violence
  - Understanding targeted, mission-oriented and predatory violence
  - Pathway to violence
  - Risk and anchor factors

- **Using a model to assess risk**
  - NABITA Model
  - Cornell Model
    - Introducing the Pathway Intervention approach
      - Pathway One (low concern), Two (moderate concern), and Three (high concern)
  - Areas of concern:
    - Suicide
    - Self-harm
    - Alcohol and substance abuse
    - Eating disorders, psychosis
    - Transient threats
    - Substantive threats
    - Affective violence
    - Stalking
    - ASD/Aspergers
    - Hardened political or religious views

- **Case study introduction**
  - Chronic suicidal behaviors and threats
  - Relationship break-up with stalking
  - Political or religious beliefs with violence justification
  - Incel social media threat
  - Depression with self-harm

Module Three: Meeting Logistics, Process and Flow
(suggested 12:30-2:00pm; 1:00-2:30pm; 1:30-3:00pm)

- **Applying the Pathway Intervention approach to the cases**
  - Chronic suicidal behaviors and threats
  - Relationship break-up with stalking
  - Political or religious beliefs with violence justification
  - Incel social media threat
  - Depression with self-harm

- **Example of how cases are shared with team**
  - Informal conversation
  - Email or office stop-by
  - Formal report via web
  - Managing anonymous reports
  - Sharing back with the reporting party and FERPA

- **Meeting logistics, process and flow**
  - How cases are introduced
  - Gathering additional information from other sources
  - Rating of risk level
  - Discussion by team; bias mitigation

- **Meeting logistics, process and flow**
  - Review of interventions based on risk level
  - Development of action plan to address risk
  - Assignment of follow-up plan

- **Documentation Examples**
  - Review sample documentation for each case
  - Discuss how and when to create follow-up notes
  - FERPA conversation
  - Discussion of how information leaves team to individual departments

Module Four: Growing and Maturing the Team
(suggested 2:30-4:00pm; 3:00-4:30pm; 3:30-5:00pm)

- **Discussion of next steps**
  - Define key stakeholder groups to obtain buy-in
  - Identify obstacles to plan
  - Find those who would have conversations

- **Training schedule**
  - Establishing why training is essential for team
  - Sample training schedule
  - Diversity in training to cover:
    - General mental health
    - Depression and suicide
    - Tabletop case discussions
    - Threat terms and concepts
    - ADA/Disability discussion
    - Bias mitigation, equality and inclusion

- **Marketing the team to the community**
  - Reasoning for advertising and marketing
  - Audience and third-party
  - Creating a face sheet
  - Brochure
  - Website
  - Videos

- **End of the year reports**
  - Importance of report writing
  - Outline of report areas
    - Team members
    - Training summary
    - Budget
    - Location of referrals
    - Types of referrals
    - Summary of cases
    - Directions for next year

Thematic One-sheet Documents and Directions (TODD)

You have a lot to do in your daily job, let TODD lend you a hand when it comes to key CARE and threat team processes. TODD is there to answer specific questions and address issues such as:

- Multiple teams: how do we choose?
- What's the best name for our team?
- How often should we meet?
- Who is best to lead the team?
- How should we document what we do?
- Who is on the team? Using the collaborative 5/7 model.
- Understanding suicide risk
- Understanding affective violence risk
- Understanding targeted, mission-oriented and predatory violence risk
- Using a three-tiered assessment of risk