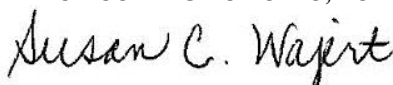


<b>SUPERSEDES:</b> NEW	<b>SECTION:</b> Academic and Student Affairs
<b>POLICY AND PROCEDURE MANUAL</b> <b>MERCY COLLEGE OF OHIO, TOLEDO, OHIO</b>  Signature: Dr. Susan Wajert, President	<b>CODE NO.</b> 507
	<b>SUBJECT:</b> CARE Team
	<b>DATE ORIGINATED:</b> February 2017
	<b>DATE COMMITTEE BOARD APPROVED:</b> February 28, 2017
	<b>DATE BOARD APPROVED:</b> March 14, 2017
	<b>DATE OF NEXT REVIEW:</b> 2018 January 1-31

## Campus Assessment Response and Evaluation Team

### PURPOSE:

The Campus Assessment Response and Evaluation (CARE) Team at Mercy College of Ohio (“College”) reinforces the College’s efforts to provide the students, faculty, staff, and visitors (“Community”) with a safe and secure environment to work, study, and live. As a subset of the Campus Violence Prevention Committee (CVPC), the CARE Team assists with the prevention and intervention in incidents where members of the campus community are experiencing distress or engaging in harmful or disruptive behaviors, as well as supports individuals impacted by such incidents. The goal and mission of the CARE Team, is to: gather information about students of concern; assess information about each case brought before the CARE Team; define and coordinate plan/response; implement a response to a perceived or real threat; and monitor the disposition of the case (Derived from the Higher Educational Mental Health Alliance (HEMHA) Project, Balancing Safety and Support on Camp: A Guide for Campus Teams- <https://www.jedfoundation.org/wp-content/uploads/2016/07/campus-teams-balancing-safety-support-campus-jed-guide.pdf>. The CARE Team acts as a mechanism for improved coordination and communication across the campus and/or system and makes recommendations in accordance with existing college policies.

*\*Note: Nothing in this policy replaces faculty classroom management, disciplinary processes (either student conduct or Human Resources), campus emergency response protocols, or Campus Security responses to incidents.*

### POLICY:

The CARE Team promotes the success, health, and safety of individuals within the community through identifying and monitoring individuals whose behaviors may be troubling with the intention to provide assistance and intervention to prevent incidents from occurring. The role of the CARE Team is to: understand threats/concerns; evaluate legitimacy of concerns; identify motivations for violence; assess likelihood of physical harm to self and/or others; develop strategies for risk reduction; guide implementation of strategies, re-evaluate threat; and evaluate the needs of the community ( as outlined by Deisinger & Randazzo, 2010; Best Practices in Campus Threat Assessment & Management).

**Definition of Threat:** Threat is the expression of intent to cause physical or mental harm to self and/or others. An expression constitutes a threat without regard to whether the party communicating the threat has the present ability to carry it out, and without regard to whether the expression is contingent, conditional, or future.

**Members of the CARE Team:**

- Vice President of Student Affairs/Dean of Students
- Director of Student Life and Housing (Co-Chair)
- Director of Counseling and Wellness Center (Co-Chair)
- Campus Safety
- Deputy Title IX Coordinator (Youngstown location)

\*Other individuals may be included as needed, such as, but not limited to: academic advisors, legal counsel, Director of Diversity, Inclusion, and Retention, Human Resources, etc.

All members of the CARE Team will participate in training upon initial participation and at regular intervals thereafter in areas such as best practices for assessment teams, legal issues, risk management, documentation, and any other topics to ensure that the team functions effectively.

**Receiving Information**

All members of the campus community are encouraged to report behaviors or incidents that are concerning to the CARE Team. Upon receiving a report, the CARE Team will follow up to assess and intervene, if needed. However, in the event of an emergency that requires immediate intervention, call 911 and/or Public Safety & Security (419-251-4444).

Members of the campus community should report any behavior that is questionable, suspicious, or inappropriate, which may be presented through an individual's appearance, spoken or written words, or specific actions. Examples of such "red flag" behaviors include:

- Behaviors that regularly interfere with classroom environment or management
- Notable change in academic performance, including repeated absences
- Notable change in behavior or appearance
- Impairment of thoughts, verbally or in writing
- Extreme disorganization or erratic performance
- Overly aggressive behaviors toward others
- Poor decision making and coping skills
- Inappropriate or strange behavior
- Low frustration tolerance
- Overreaction to circumstances
- Lack of resiliency
- Writing and comments endorsing violence; unusual interest in violence
- Indirect or direct threats in writings or verbalizations
- Lack of empathy and concern for others; inability to care
- Anger management problems
- Threats to others
- Appearance of being overly nervous, tense, or tearful
- Expression of suicidal thoughts or feelings of hopelessness.

It is the responsibility of the CARE Team to provide education to the campus community about its role and responsibility to report, "red flag" behaviors or what to report, where to report, how reports will be handled, and regular reminders of the process.

### **Assessment and Intervention**

Upon receiving a report, the Co-Chairs of the CARE Team will ensure that all members of the CARE Team receive the information. The CARE Team will meet to assess the incident through gathering information evaluating the risk to the community, identify and implement the appropriate intervention(s), and follow-up as appropriate.

### **Gathering Information**

The CARE Team may wish to gather information from several sources, such as:

- Review of student's academic and disciplinary history
- Documented disabilities
- Local law enforcement or legal/criminal background check
- Previous colleges, if student has transferred
- Interviews with all parties involved, including targets of inappropriate/concerning behaviors
- Interview with the person alleged to have displayed inappropriate/concerning behavior
- Assessment by counselor/mental health professional
- Online search of the student's name, and the name(s) of anyone the student may have threatened, harasses, pursued, or scared

### **Level of Risk**

Based on the information gathered, the CARE Team will utilize the following scale to determine the level of the risk that the incident/behavior poses to the campus community. Levels of Risk are based on the National Behavioral Intervention Team Association's (NaBITA) Threat Assessment Tool: <https://nabita.org/docs/2009NABITAwhitepaper.pdf>

**Mild Risk:** Includes some disruptive or concerning behaviors, the individual may or may not show signs of distress, depressed, withdrawn, lack of trust, argumentative, or not interested in the perspective of others. At this risk level, there is no serious threat to the student of concern or the campus community. Any concerns can generally be resolved through consultation with the CARE Team and addressed between the parties involved.

**Moderate/Elevated Risk:** Behaviors that may indicate a moderate risk include repeated disruptive behavior, behaviors involving more than one person, challenging authority, destructive or vandalizing behaviors, alcohol or drug misuse/abuse, eating disorders, self-injurious behavior, vague threats, inconsistent threats, or suicidal thoughts.

**Severe/Extreme Risk:** May include seriously disruptive incident(s), repeated derogatory statements to others, erratic behavior, suicidal thoughts with plans or intent, aggression, or threatening others.

### **Possible Interventions**

- Referral to college and/or community resources
- Voluntary withdrawal from classes – based on discussions with a counselor or member of CARE Team, the student may choose to temporarily take time away from the College.
- Referral to disciplinary process

- Removal from campus housing
- Mandatory direct threat/safety assessment – It may be recommended that the student participate in a mandatory assessment for assessment of direct threat and for assistance in gaining access to treatment, if needed.
- Interim suspension – The CARE Team may recommend that the student is at a high risk of danger to self or others and should temporarily separate from the college. The student would then require a mental health assessment prior to returning.
- Involuntary withdrawal – In the event of extremely high risk situations, the CARE Team may find it necessary to recommend and involuntary withdrawal.
- Criminal charges

**Follow-up**

Upon implementation of interventions, the CARE Team will determine a plan for follow-up monitoring of each student. This may include checking with faculty and staff regarding behaviors. Additionally, students may be required to have periodic meetings with a counselor or a member of CARE Team.

**Documentation and Recordkeeping**

The CARE Team will track cases and document discussions and action. The documentation generated from the CARE Team will be kept in a secure electronic database system or kept in paper form in a locked file cabinet in the VPSA/Dean of Students' office.

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Board Approved: March 14, 2017

Board Committee Approved: February 28, 2017

Originated: February 2017