

Situations Requiring Care & Response Forms

What's Your Role?

- Share your desire to get the student connected to campus resources
- Tell student you are going to submit a Student Care & Response form
- Submit the online form or call for consultation with a member of the team
- The Student Care & Response Team will assess the situation and determine outreach/next steps for student

Situations Requiring Timely Assistance

What's Your Role?

- All of the items above
- Share that you would like the student to briefly talk with a counselor and call Counseling Services to talk with someone to assess the student
- Encourage the student to make an appointment with Counseling Services; support this idea and offer assistance with seeking help



Situations Requiring Immediate Assistance

These situations involve **imminent** or **immediate** risk. The student is talking about harming themselves or others. You are not sure if the student leaves your office that the student will be safe.

What's Your Role?

Contact Campus Public Safety at 802.865.6465. The officer will be able to access appropriate resources such as a Champlain College counselor

What about FERPA?

FERPA does not prohibit the disclosure of behavioral observations of students in the classroom. FERPA allows us the discretion to tell members of the STUDENT CARE & RESPONSE TEAM (either using the online reporting form or by calling a team member). You can consult with other appropriate members of the Champlain community for additional perspective, suggestions, resources, referrals or assistance. FERPA permits that anything that is shared by a student is not a part of the "Educational Record" and can be shared with appropriate staff on campus with an "educational need to know."

What about Title IX?

As a responsible employee you are required to report any complaint of sexual misconduct to the Title IX Coordinator. This includes sexual assault, relationship or dating violence, stalking, sexual harassment and gender based discrimination.

Non-Confidential Reporting

Please speak to college officials who can help you make formal reports (Residential Life, Student Conduct or Campus Public Safety) and generate investigations of incidents. Formal reports made to the college will be investigated and pursued through the Title IX process. Reports are not strictly confidential; however, only college officials who need details of the incident will be notified.

(See next page for contact information.)

Confidential Reporting

If a student wishes to keep the details of the incident confidential, they should speak with on-campus counselors or healthcare providers. They may also speak to an off-campus crisis center such as the National Sexual Assault Hotline at 1-800-656-HOPE, or HOPE WORKS, in Burlington, VT, at 1-800-489-7273.

These Situations Require Care & Response Forms:

- No issues of risk to self or others
- The duration of the issue is less than one week in time and confined to one area of the student's life such as family, social life or academics
- Student is describing only one or two systems of distress (ex. can't sleep, can't focus)

What Behavior Could I See?

Sample Indicators of Distress

- Sudden decline in academic performance
- Failure to participate in class/group discussions
- Signs of alcohol or drug use
- Unusual changes in personality, eating and sleeping patterns
- Increased isolation and social withdrawal
- Inability to focus and concentrate
- Complaints of frequent ailments



- Lack of motivation
- Low energy
- Decline in self-care
- Depression
- Anxiety

These Situations Require Timely Assistance:

- There is a possibility of risk to self or others
- Student is describing two or more symptoms of distress (can't sleep, not going to class, not eating)
- The issue is affecting more than one area of life (social, academic, etc.)
- The duration of the issue is more than a week in time

What Behavior Could I See?

Sample Indicators of Distress

- Frequent absences from class
- Lack of response and avoids contact with instructor after several requests or attempts to communicate
- Behavior reflects increased hopelessness or helplessness
- Social withdrawal or severe discomfort in social settings
- Expressed paranoia/mistrust
- Expression of violence in writings and drawings
- Indicators of an eating disorder
- Impulse control problems

These Situations Require Immediate Assistance:

- Issues of risk to self or others are identified in your discussion with the student
- The student is discussing three or more symptoms of distress (can't sleep, not going to class, not eating, can't focus)

What Behavior Could I See?

Sample Indicators of Distress

- Erratic behavior
- Threatening language
- Hearing voices/hallucinations
- Suicidal language and/or gestures
- Paralyzing anxiety
- Seizures
- Aggression
- Confused thinking
- Delusions
- Physical Violence
- Implying or making threats
- Unprovoked anger or hostility
- Dramatic changes in personality

Does the Student Need Immediate Assistance?

"Yes"

The student has made direct threats to harm themselves and/or others. The conduct is reckless, disorderly or threatening.

Call 911 or
Campus Public Safety (802) 865-6465
Campus Public Safety will respond and reach out to appropriate campus resources as needed.

Never leave an email or voice message for a campus resource if your concern is of an imminent nature regarding someone's safety!

"Not Sure"

Indicators of distress are observed but severity is unclear. Your interaction left you feeling uneasy or concerned about the student.

Consult a member of the Student Care & Response Team:

| <u>Campus Resources</u> | <u>Phone Number</u> |
|-------------------------|---------------------|
| Campus Public Safety | 802.865.6465 |
| Counseling Center | 802.865.5731 |
| Office of Accessibility | 802.865.5764 |
| Student Affairs | 802.865.2706 |
| Residential Life | 802.860.2702 |
| Student Health Center | 802.860.2711 |

"No"

You may not be concerned for the student's immediate safety, but you are concerned that the student has significant academic and/or personal issues.

Submit a referral to the Student Care & Response Team:
www.champlain.edu/student-response



Title IX Issue
Title IX Coordinator:
Courtney Cioffredi
ccioffredi@champlain.edu

Non-Confidential Reporting:
Office of Student Conduct, Residential Life,
Campus Public Safety, Title IX Officer

Confidential Reporting:
Counseling Center, Student Health Center



What is the Student Care & Response Team?

The Student Care & Response Team is a multidisciplinary group that meets regularly to review concerns about students as well as evaluate behaviors that are perceived to be concerning, disruptive, threatening or harming to the student, to others or to both and to coordinate an appropriate response.

Who should refer?

Faculty, staff, and students who have a concern about a student who is displaying behaviors that may interfere with a student being successful in the college environment (both in and out of the classroom or other spaces on or off campus) should let the Student Care & Response Team know. You may also refer if a student's behavior is negatively impacting other students, in the classroom, the residential community, or other spaces on campus.

Who is on the team?

Representatives from the following departments

- Academic Coaching
- Health Services
- The People Center
- Residential Life
- Campus Public Safety
- Office of Accessibility
- Provost's Office
- Student Engagement
- Counseling Center
- Student Affairs
- Registrar's Office

What happens after I refer?

Online forms are reviewed by members of the Student Care & Response Team. You may or may not be contacted to provide additional information. Please note that if you are not contacted, it does not indicate a delay in the referral being acted upon.

The Student Care & Response Team does not function as emergency response.



Report emergencies:

Dial 911 for emergency services
Contact Campus Public Safety at
(802) 865-6465 for immediate assistance

Report a concern to the team:

Make an online referral:
www.champlain.edu/student-response

