

Administrative Policy

Mental Health Crisis Intervention

Approved By: Student Affairs

Date Approved: July 22, 2024

Effective Date: July 22, 2024

- 1. Summary:** This policy establishes a comprehensive framework for responding to mental health crises among students at Criswell College. It outlines procedures for immediate response; roles and responsibilities of faculty, staff, students, and campus security; and emphasizes the importance of confidentiality and follow-up care. The policy also includes a process for helping students safely return to campus following a mental health crisis.
- 2. Rationale:** This policy is necessary in order to provide a clear, structured response to mental health crises among students, ensuring their safety and well-being, and to facilitate timely and appropriate interventions.
- 3. Entities Affected:** This policy applies to all students, faculty, and staff at Criswell College. It encompasses all campus locations and activities, including off-campus events sanctioned by the College.
- 4. Definitions:**

Mental Health: A state of well-being in which an individual can cope with the normal stresses of life, can work productively and fruitfully, and is able to contribute to their community. It encompasses emotional, psychological, and social well-being, affecting how individuals think, feel, and act.

Mental Health Crisis: A situation in which a person's emotional or psychological state puts them at risk of harming themselves or others. This includes but is not limited to suicidal ideation, self-harm, severe anxiety, psychosis, or any behavior indicating a significant mental health disturbance.
- 5. Policy:** Criswell College is committed to providing immediate support and intervention, utilizing appropriate campus resources, and ensuring follow-up care and safety planning for students experiencing mental health crises. This crisis intervention policy establishes the following procedure for how the College will respond to such crises.

Identification of Crisis

Faculty, staff, and students are encouraged to report any signs of distress or crisis behavior observed in students to campus leadership. This principle can be expressed as, "See something, say something." Signs of crisis may include but are not limited to:

- Expressions of hopelessness or despair
- Absences from classes
- Withdrawal from social activities
- Sudden changes in behavior or mood
- Verbal or written expressions of intent to harm oneself or others
- Significant loss or transition

- Alcohol and/or substance use or abuse

Response Protocol

Upon determination of self-harm or imminent danger (i.e., a student's immediate direct threat of harm to oneself or another), one must:

- Check if the area is safe.
- Immediately contact Campus Police (214-818-1333) and, if there is a medical emergency, 9-1-1. Notify the Chief of Police (or the Assistant Chief of Police in his/her absence), who will contact the Vice President of Student Affairs, and the Vice President of Student Affairs will notify the Criswell College Crisis Intervention Team (CIT).
- Do not leave the student alone.
- Accompany the student to a safe and confidential space and, if possible, enlist the help of another person. Stay as calm as possible, provide a listening ear and a word of hope and prayer until help arrives.
- Provide responding emergency personnel with requested incident information.

Upon identification of a student crisis when self-harm or imminent danger is **not** determined, one must:

- Check if the area is safe.
- Notify the Chief of Police (or the Safety & Security Manager in his/her absence), who will contact the Vice President of Student Affairs, and the Vice President of Student Affairs will notify the Criswell College Crisis Intervention Team (CIT)
- Do not leave the student alone.
- Accompany the student to a safe and confidential space to conduct an initial assessment.
 - Assessment: Trained staff will assess the crisis's severity and appropriate course of action. Assessment may include a review of the student's mental health history, current situation, and level of risk.
 - Intervention: Based on the assessment, appropriate interventions will be implemented, which may include a referral for counseling services, contacting the students' emergency contact if necessary, coordinating with external mental health service for further evaluation and treatment.
 - Follow-up: Following the initial intervention, support will be provided to the student to ensure continuity of care and ongoing support. In the case that the student is hospitalized or deemed a danger to themselves by medical professionals, then Criswell College will require a follow-up procedure for a student's safe return to campus.

Return to Campus

For a student's safe return to campus, the following steps will be taken:

- The student will meet with the Vice President of Student Affairs and Director of Student Success before returning to campus to discuss requirements for returning to campus, i.e., consent form, "Return to Campus" Forms, medical/mental health release documents, housing, check-ins, and other requirements deemed necessary by the CIT.
- The student will go through an accommodation process with the Director of Student Success in order to receive appropriate support for returning to campus.
- The student will review, sign, and date the Mental Health Plan created by the student's primary mental health provider in consultation with the CIT that includes a signed Release of Information

Form signed by the student. The student will complete the Release of Information Form for counseling services and attend counseling services as recommended by the Crisis Intervention Team.

- Upon successful completion of the Mental Health Plan, as determined in writing by the student’s mental health provider, and after submitting an “Intervention Checklist” to the chair of said team, the student will meet with the Vice President of Student Services and/or a designated representative as the final step in being fully reintegrated into college and academic life. Student may not return to campus or participate in any campus activities until all steps have been completed.
- The student will meet with the Director of Student Success at least three times during the semester to discuss academic progress and overall mental health, in consultation with the student’s mental health provider.
- The chair of Crisis Intervention team will communicate the needed details to appropriate departments.

Note: Upon seeking re-entry onto campus, students (and/or their emergency contact) are required to secure their own accommodations. This responsibility ensures that students have a stable and safe living environment, which is crucial for their recovery and successful re-integration into campus life. All steps in this procedure must be completed before re-entry.

Note: The intervention procedure will no longer be in effect once the student is released by their mental health provider and the CIT.

6. Procedure:

- a. Implementation:** The Director of Student Success is responsible for developing and annually maintaining any procedures necessary for the implementation of this policy, and to ensure its effectiveness and relevance to the needs of the College community.
- b. Responsibility for Compliance:** Vice President of Student Affairs
- c. Notification:** This policy will be posted on the College’s website and in the *Student Handbook*.
- d. Policy Review:** This policy will be regularly reviewed according to the College’s policy review procedure.

For the Office of the President only:

Policy version: 1.0	Policy number: 2.065.1
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Related policies:

Related accreditation standards:

Policy History

Version 1.0	July 22, 2024
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