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COLLEGE OF THE SEQUOIAS

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BEHAVIOR INTERVENTION TEAM (BIT)

Putting Together the Puzzle Pieces

How to identify, support, and refer a student of concern

Training Template Provided by NaBITA:
Adapted for COS by the BIT team

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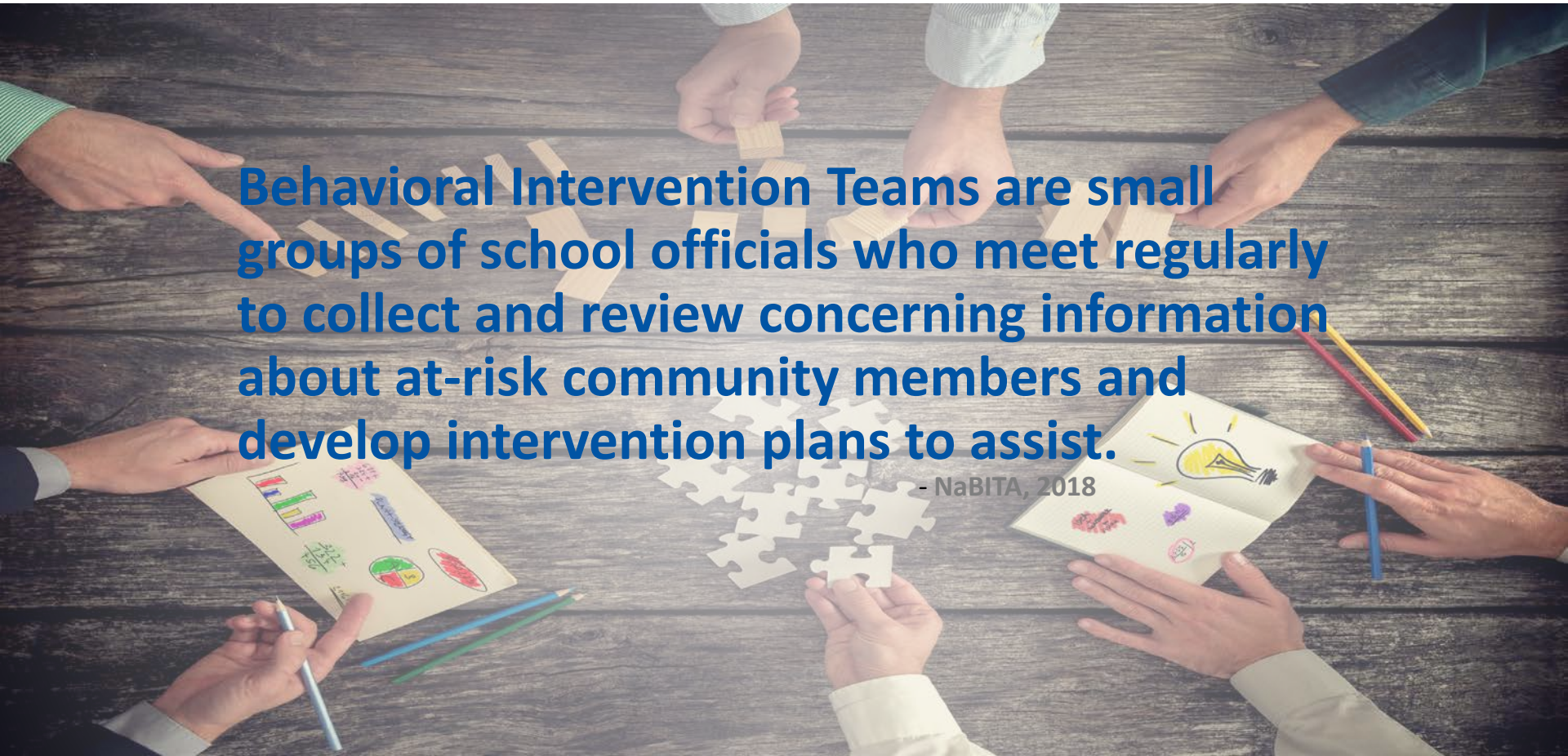
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Together we can see the whole picture

- The College of the Sequoias is committed to creating a safe, supportive learning and working environment for all members of the campus community. Campus safety is our top priority, and we take all reports of misconduct and reports of students-in-need seriously to protect everyone's health and well-being.
- The College depends on its community members to identify and report behaviors of concern so that the College can provide distressed students and employees with appropriate support services and resources. We are all responsible for the well-being of our campus community, so if you become aware of a problem, use the reporting forms we will discuss to get some help.



Behavioral Intervention Teams are small groups of school officials who meet regularly to collect and review concerning information about at-risk community members and develop intervention plans to assist.

- NaBITA, 2018

Receiving the puzzle pieces



- ***The Behavior Intervention Team (BIT)*** is designed to receive referrals from faculty, staff, students, and families/community members.
- When you're worried about someone, or have a piece of information, hand your puzzle piece off to the team.
- Make a referral to the team by ***filling out the referral form found on our webpage or in your MyGiant ICONS***

Report, Report, Please Report



- Individually, pieces of information may seem small and insignificant, but when the small pieces are collected together, a larger picture appears.
- The BIT needs your piece of the puzzle to see the situation more clearly and to choose appropriate action

When and who do I refer?

WHO TO REFER?

- Students struggling with basic needs or needing supportive resources
- Students who pose a threat or risk to the wellbeing of themselves or others on campus
- Students with academic integrity violations
- Students desiring a place to voice a complaint (direct them to the student complaint report form)
- Title IX- Sex based discrimination or harassment (applies to students and employees)

NOTE: Pay attention to your own social biases, and respond with wisdom and respect for the student's experience- and encourage students to report themselves

WHO TO REFER: ACADEMIC RED FLAGS

- 1 A sudden or unexpected change in classroom performance
- 2 Decline in enthusiasm for class (e.g. no longer participating in class discussions)
- 3 Frequent requests for special provisions (e.g. late papers, extension requests, postponed exams)
- 4 Disruptive, hardened, or unusual participation in class (e.g. questions off topic, argumentative in discussions)
- 5 Strange or bizarre writing (e.g. writing is off topic to prompt, writing includes violent imagery, fantasy)
- 6 Poor focus or attention during class

Note: At times academic red flags may also overlap with Early Alert Reporting, but keep in mind, these two reports are not the same (students see the Early Alerts, but do not see the BIT reports)

WHO TO REFER: EMOTIONAL INDICATORS

- 1** Explosive or impulsive behavior
- 2** Mentions dealing with depression, anxiety, substance use, eating disorder, etc.
- 3** Change in typical personality (more outgoing or more withdrawn than usual)
- 4** Social withdrawal, isolation, loneliness, etc.
- 5** Difficulty dealing with an event (e.g. death of loved one)
- 6** Marked irritability, anger, hostility, etc.
- 7** Talking to or seeing things that aren't there

- 8** Delusional or paranoid speech or actions
- 9** Difficulty connecting to others
- 10** Expressions of hopelessness, worthlessness, etc.
- 11** Talks about themes of suicide, loss of will to live, etc.
- 12** Directly mentions self-harm, suicide, or harm to others

WHO TO REFER: PHYSICAL INDICATORS

- 1** Chronic fatigue or falling asleep at inappropriate times
- 2** Marked change in personal hygiene or appearance
- 3** Noticeable change in energy level
- 4** Dramatic weight loss or gain
- 5** Confused, disjointed thoughts, speech, or actions
- 6** Attends class or work hungover or intoxicated, or frequently appears hungover or intoxicated
- 7** Signs of self-injury (cuts, burns, etc.)

HOW DO I SUPPORT THE STUDENT?

Start by being honest and candid



Name the concern



Ask open-ended questions



Demonstrate empathy



Summarize what you heard

Remember you are only one piece of the support network- you're not expected to be the answer



HOW TO PROVIDE SUPPORT

Name the Concern

“I noticed that...”

“Lately you’ve seemed...”

“It seems like...”

Open-ended Questions

“How have things been going for you?”

“What has been difficult for you lately?”

“What could help make things better?”

Reassure the student that help is available

Demonstrate Empathy

“Wow, thank you for sharing that. It must be difficult.”

“You’re really dealing with a lot right now.”

Summarize

“So what I heard you say...”

“Ok, let me make sure I understand...”

“What I’m hearing from you...”

IF RISK IS EMINENT

- IF YOUR SAFETY OR THE SAFETY OF OTHERS IS AT RISK...

- REMAIN CALM
 - USE A MODULATED VOICE
 - IF THEIR VOICE GETS LOUDER YOU GET SOFTER
 - DO NOT BECOME DEFENSIVE OR ARGUMENTATIVE
- ALLOW PHYSICAL DISTANCE-
- VALIDATE THE OTHERS EMOTION
- KNOW YOU HAVE THE CHOICE TO LEAVE AND/OR TO ASK THE STUDENT TO LEAVE (YOU WILL USUALLY KNOW WITHIN 2-3 MIN. IF DE-ESCALATION IS WORKING)
- CALL 911 IF DE-ESCALATION IS UNSUCCESSFUL

Making a Referral

HOW TO MAKE A REFERRAL

Low-Medium Risk

- If there is not an immediate health or safety concern, make a referral by:
 - Preferred method:
completing the referral form on your MyGIANT portal
 - Call/email your Division Chair or Dean for support
 - *Call/email BIT team members*

High Risk

- If there is an emergency related to safety (themes of or direct statement of, self-harm, suicide, or harm to others, seems out of touch with reality, displays delusional or aggressive behavior, etc.) **get immediate help by: Contacting 911: V|730-3999, H|583-2599, T|688-3299**
- Once you've gotten immediate help, make a referral to the team

BIT Referrals are made via “Tell-A-Giant” Reports

- Faculty, Staff and students can submit reports using the District’s website.
- Reports are made by clicking on the “*Tell A Giant*” link at the bottom of COS.edu homepage. <https://www.cos.edu/en-us/student-support/tell-a-giant>
 - Incident Report categories include:
 - Student Conduct Reports (staff and faculty referral only)
 - Academic Dishonesty (staff and faculty referral only)
 - Student Complaints (any student)
 - Students of Concern (concern about the well-being of a student)
 - Sexual Assaults or Harassment (Title IX complaints)
- Submitted reports or complaints are handled by an assigned dean

HOW TO MAKE A REFERRAL

Information to include:

- Any demographic information known: name, contact information, etc.
- Objective description of actual observed behavior, statement, written communication, etc., that led to your concern.
- Specific examples, including direct quotes of what was said, emails exchanged, assignments submitted, etc., that are relevant to your concern.
- Link to reporting:
<https://www.cos.edu/en-us/student-support/tell-a-giant>
- Faculty link to report found in your MyGiant “Maxient” icon.
- Video on how to complete the form
<https://vimeo.com/444952206>.



WHAT HAPPENS AFTER A REFERRAL



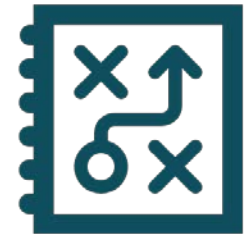
Gather Data

Once the BIT team receives the referral, we will begin collecting any additional information to put together the pieces of the puzzle.



Assess Concern

In order to determine how to best intervene and support the student, the BIT team reviews the data collected to assess the level of concern, risk, or threat.



Deploy Interventions

Based on the level of concern, risk or threat, the BIT team will deploy interventions such as a meeting with the individual, case management services, restorative justice, police/campus safety response.

FREQUENTLY ASKED QUESTIONS

Q: What if the person asks me to keep their information confidential and they don't want me to make a referral?

A: Unless you are a licensed counselor, doctor, or clergy, you are not bound to a confidentiality clause. FERPA allows you to share this information with the team for the safety and wellbeing of the student and of the campus at large.

- *If you're worried, or you have information that would be important to share, make the referral.*
- *The referral is designed to help the student and connect them with resources, not get them in trouble.*
 - Try saying something like.... “Thank you for sharing this with me. I am pretty worried about you and everything you've been going through. There is a team on campus, the BIT Team that helps with these types of issues. I'm going to make a referral and they will reach out to you to check in and offer support”.

Questions?

