## Columbia Suicide Severity Rating Scale Triage Guidelines for Support Staff

Milwaukee Public Schools

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| **RISK CLASSIFCATION** | **POSSIBLE INTERVENTIONS** |
|  **High Risk*** Suicidal Ideation Rating: 4 or 5 in past month, AND/OR
* Behavior indicated in last 3 months
 | INTERVENTION:* Do not leave the student alone for any reason (including using the restroom). Keep the student with a responsible adult until he/she is released to authorities, another professional, or parents. If the student leaves, call 911.
* Contact building administration.
* Seek input from at least one other student services professional.
* Contact parent/guardian. Ask parent or guardian to come to the school or to the location to which the student has been taken by authorities. If parent cannot be reached, contact police or MUTT.
* Call 911 and/or MUTT\* (257-7621) as needed. If MUTT is NOT available, call 911. Use professional judgment when deciding whether to call the police.
* Communicate information on a need-to-know basis.
* Refer parent and student to appropriate mental health services.
* Obtain a “Release of Confidential Information” form with the agency to facilitate communication.
* Develop a prevention/intervention plan with community service provider.
* Establish a process to ensure the plan is being followed.
* Complete a “Support Plan” with the student.
* Consult with family and student regarding means restriction – use *“Tip Sheet for Counseling Students and Families on Means Restriction”*

DOCUMENTATION:* Complete the “Risk Assessment” form with written narrative of situation and decision making process.
* Document Risk Assessment in CSSRS tab under Health in Infinite Campus.
* Complete the “Notice of Emergency Conference” form with the parent.
* Maintain a record of all contacts/attempts of contact in CSSRS tab under Health on Infinite Campus (including all follow-up visits).

FOLLOW-UP:* If hospitalized, follow-up with student immediately after discharge
* Conduct re-entry meeting with family, student, and support staff to discuss plan of support for re-entry
* Within 1-2 weeks upon re-entry, follow-up with student
* Use C-SSRS Screener
* If *not* hospitalized, follow-up with student within 1-2 weeks
* Use C-SSRS Screener
* Conduct remaining follow-up appointments as needed (determined on case-by-case basis).
* Make follow-up contacts to the parent.
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|  **Moderate Risk*** Suicidal Ideation Rating: 2 or 3 in past month, AND/OR
* Suicidal Ideation Rating: 4 or 5 lifetime, AND/OR
* Suicidal Behavior more than 3 months ago
 | INTERVENTION:* Do not leave the student alone.
* Contact building administration.
* Seek input from at least one other student services professional.
* Contact parent/guardian. Ask parent or guardian to come to the school when situation requires parental pick-up. If parent cannot be reached, consider emergency contacts, home visits, etc.
* Call MUTT\* (257-7621), if needed to consult.
* Communicate information on a need to know basis.
* Refer parent and student to appropriate mental health services.
* Obtain a “Release of Confidential Information” form with the agency to facilitate communication.
* Develop a prevention/intervention plan with community service provider.
* Establish a process to ensure the plan is being followed.
* Create “Support Plan” with student.
* Consult with family and student regarding means restriction. Use *“Tip Sheet for Counseling Students and Families on Means Restriction”*

DOCUMENTATION:* Complete the “Risk Assessment” form with written narrative of situation and decision making process.
* Document Risk Assessment in CSSRS tab under Health in Infinite Campus.
* Complete “Notice of Emergency Conference” form
* Complete “Notice of Suicidal Behavior” form if parent *cannot* be reached
* Maintain a record of all contacts/attempts of contact in CSSRS tab under Health on Infinite Campus (including all follow-up visits).

FOLLOW-UP:* If hospitalized, follow-up with student immediately after discharge
* Conduct re-entry meeting with family, student, and support staff to discuss plan of support for re-entry
* Within 2 weeks upon re-entry, follow-up with student
* Use C-SSRS Screener
* If *not* hospitalized, follow-up with student within 2 weeks as needed
* Use C-SSRS Screener
* Conduct remaining follow-up appointments as needed (determined on case-by-case basis).
* Make follow-up contacts to the parent.
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|  **Low Risk*** Suicidal Ideation Rating: 1 OR
* Suicidal Ideation Rating: 2 or 3 more than one month ago, OR
* No reported history of Suicidal Ideation or Behavior
 | INTERVENTION:* Do not leave the student alone.
* Contact building administration.
* Seek input from at least one other student services professional.
* Contact parent/guardian. Suggest they may wish to follow-up with current provider.
* Consider creating "Support Plan" with student, as needed.

DOCUMENTATION:* Complete the “Risk Assessment” form with written narrative of situation and decision making process.
* Document Risk Assessment in CSSRS tab under Health in Infinite Campus.
* Complete “Notice of Emergency Conference” form
* Complete “Notice of Suicidal Behavior” form if parent *cannot* be reached
* Maintain a record of all contacts/attempts of contact in CSSRS tab under Health on Infinite Campus (including all follow-up visits).

FOLLOW-UP:* Follow-up with student within 1 month
* Use C-SSRS Screener
* Conduct remaining follow-up appointments as needed (determined on case-by-case basis).
* Make follow-up contacts to the parent.
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