

EMERGENCY ACTION PLAN

19. SUICIDAL CRISIS INTERVENTION

Procedures for Intervention of Suicidal Tendencies:

CAVEAT: It should be noted that the guidelines listed below are suggestions only. Employees are expected to exercise their best judgment in dealing with crisis situations in order to insure their personal safety and the safety of others.

Once an administrator, instructor, or staff member is aware of an individual with suicidal tendencies, the employee should determine the level of the crisis and respond using the following as guidelines:

1. **EMERGENCY LEVEL:** This level describes an individual who is making an attempt on his or her life now, or is threatening an immediate attempt. In this situation you should:
 - A. Call 911 immediately.
 - B. Notify the Security Desk on the Emergency Hotline, Extension 55555.
 - C. Take steps to ensure your own safety and the safety of others.

2. **PRIMARY LEVEL:** This level describes an individual who is seriously depressed and who has given thought to end his or her life. He or she might have a plan and means for carrying out that plan. He or she might also have experienced traumatic situations and behavioral changes. This individual, while not threatening his or her life now, may do so later. In this situation you should:
 - A. Do not leave the individual alone.
 - B. Immediately escort the individual to the Student Services Counselor or call 911.
 - C. If the individual is a College employee and requests help, immediately refer the person to the Human Resources Office or their supervisor.