RECOGNIZING AND REACHING OUT TO STUDENTS OF CONCERN

IN AN EMERGENCY: Call 9-1-1 and then Pace University’s Office of Safety and Security in Pleasantville at (914) 773-3400 or White Plains at (914) 422-4111.

For additional assistance, call Pace’s Counseling Center at (914) 773-3710.

STEP 1
DETERMINE IF THERE IS DANGER

STEP 2
OBSERVE SIGNS
• ACADEMIC
• PHYSICAL
• INTERPERSONAL
• EMERGENCY

STEP 3
• PREPARE
• VOICE
• ACT
• WRAP-UP
STEP 1
DETERMINE IF THERE IS DANGER

If there is immediate danger, call 9-1-1 and then Pace Security at (914) 773-3400 (PLV) or (914) 422-4111 (White Plains).

If uncertain about immediate danger, call Pace Security and/or the Counseling Center (CC) at (914) 773-3710 for input.

After hours: Security can contact the CC counselor on call.

If there is no danger, but the student needs support for academic/personal issues, TALK to them and REFER them to appropriate resources.

More detailed information on how to help students can be found in the Counseling tab on the MyPaceMobile app, or on the Just in Case app, available for download at: http://bit.ly/justincasepace.

Privacy Statement
The Family Educational Rights and Privacy Act (FERPA) permits communication about a student experiencing a health/safety emergency.

STEP 2
OBSERVE SIGNS

Academic
■ Repeated absences
■ Poor work
■ Morbid/bizarre themes on assignments

Physical
■ Poor hygiene
■ Disjointed thoughts or “out of it”
■ High irritability or unruly behavior
■ Listlessness or falling asleep in class

Interpersonal
■ Disclosure of personal distress
■ Withdrawal from others
■ Recent traumatic experiences/losses
■ Paranoia

Emergency
■ Suicidal/homicidal thoughts
■ Loss of emotional/physical control
■ Loss of connection with reality
■ Written/verbal threats

STEP 3
PREPARE
■ Consult with the CC and/or other resources
■ Identify campus/community resources for the student
■ Arrange to meet with the student
■ Let others know about meeting, location, and time

VOICE
■ Share your specific observations/concerns
■ Ask directly if the student wants to hurt themselves/others
■ Highlight the importance of the student getting professional/other support

ACT
■ Share referrals/resources and help identify personal supports
■ Assist the student in contacting resources
■ If possible, offer to accompany the student to campus resources
■ Normalize getting help

WRAP-UP
■ Remember self-care
■ Consult your supervisor and the CC after an incident
■ Schedule follow-up appointment with the student
■ Complete a Care Report at www.pace.edu/care-team which goes to the Dean for Students and First Alert Team, who also intervene when necessary, to help students create an action plan and get back on track