

RECOGNIZING AND REACHING OUT TO STUDENTS OF CONCERN

STEP 1



STEP 2



STEP 3

**DETERMINE
IF THERE
IS DANGER**

OBSERVE SIGNS

- ACADEMIC
- PHYSICAL
- INTERPERSONAL
- EMERGENCY

- PREPARE
- VOICE
- ACT
- WRAP-UP

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.



EMERGENCY CONTACT INFORMATION

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.

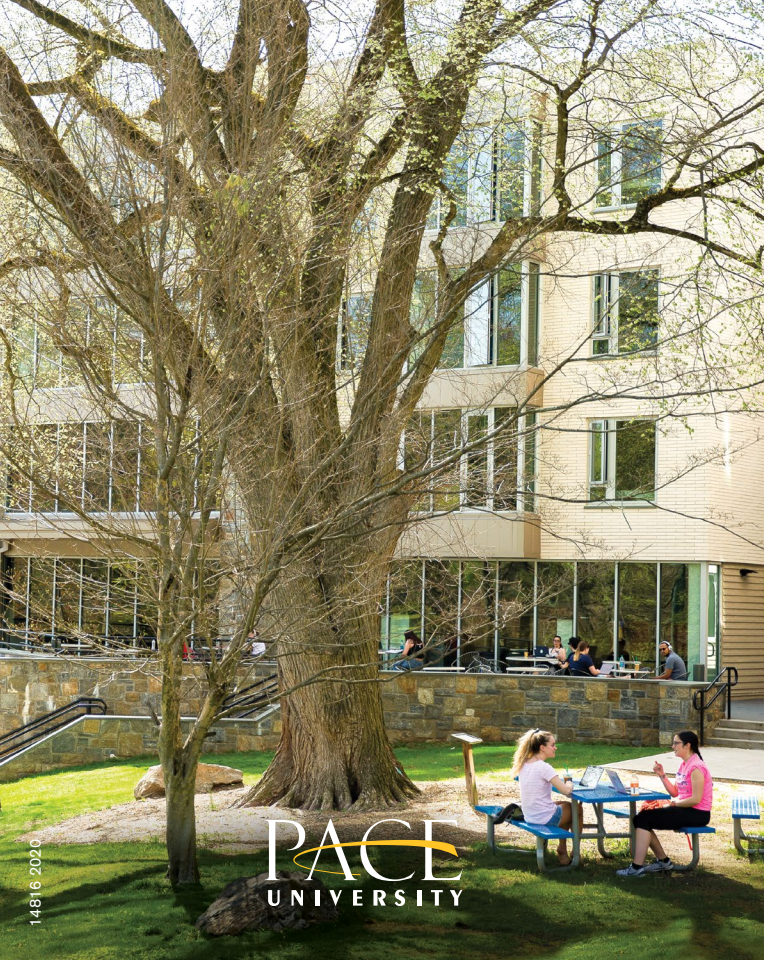
UNIVERSITY RESOURCES

Academic Success (Law School).....	(914) 422-4108
Athletics (Student Success and Services).....	(914) 773-3684
Center for Spiritual Development.....	(914) 773-3767
Center for Student Development and Campus Activities.....	(914) 773-3767
Community Standards and Compliance.....	(914) 773-3351
Counseling and Personal Development Center	(914) 773-3710
Dean for Students (Pleasantville).....	(914) 773-3351
Dean for Students (Law School).....	(914) 422-4146
Equity and Title IX Compliance Office.....	(212) 346-1310
Human Resources.....	(914) 923-2730
International Students and Scholars Office.....	(212) 346-1368
Learning Center.....	(914) 773-3721
Multicultural Affairs and Diversity Programs	(914) 773-3628
Office of Residential Life and Housing (Pleasantville).....	(914) 597-8777
Office of Residential Life and Housing (Law School).....	(914) 422-4136
Pace Women's Justice Center.....	(914) 287-0739
Sexual Assault Education and Prevention Specialist.....	(212) 346-1931
Student Accessibility Services.....	(914) 773-3710
Student Services and Campus Affairs (Law School).....	(914) 422-4107
University Health Care.....	(914) 773-3760

IN THE COMMUNITY

Hope's Door Domestic Violence Shelter/Support.....	(888) 438-8700
The Loft: LGBTQA Community Services Center	(914) 948-2932
My Sister's Place Domestic Violence Center/Support.....	(800) 298-7233
Victims Assistance Services.....	(914) 345-9111

WESTCHESTER



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