

W SUPPORTING STUDENTS: EMPLOYEE GUIDE 2024-2025

WHEN YOU SEE...

Be aware of the following indicators of distress. Look for groupings, duration, and severity - not just isolated occurrences.

- Sudden decline in quality of work/grades and inconsistent performance
- Self disclosure of personal distress such as family, financial issues, grief, or contemplation of suicide
- Concerns from peers
- Tearfulness, irritability, or unusual apathy
- Intoxication, hangovers or smelling of alcohol
- Repeated absences; multiple requests for extensions
- Marked changes in physical appearance including: deterioration in grooming, hygiene, or weight loss/gain
- Excessive fatigue/sleep disturbances
- Unusual/disproportional emotional responses to events

- Concern for student's well-being
- Significant change and/or disruptive behaviors of learning, living, or work environment
- A noticeable change from socially-appropriate behavior, e.g., significant decline in personal hygiene
- Disclosing distressing life circumstances (e.g., finances, family or relationship)
- Withdrawal from usual social interactions
- Substance use/abuse
- Sexual harassment/violence or relational violence

- A specific plan to kill self or others, giving away prized possessions, with a timeline.
- Tangential, disconnected, garbled, or slurred speech
- Difficulty remaining conscious, vomiting, seizure, trouble breathing, slow heart rate, clammy skin
- Implying or making an active, imminent threat to self or others
- Physical violence (e.g. shoving, grabbing, assault, use of weapons)

WHAT TO DO...



PROVIDE INDIVIDUAL SUPPORT

- 1. REACH OUT**
Find time to meet with the student and use a non-confrontational approach and calm voice. Actively listen, be empathetic, express concern, "I am worried about you."
- 2. BE DIRECT**
Don't hesitate to ask students directly if they are under the influence, feeling confused, or having thoughts of harming themselves or others. "Have you felt bad enough to consider hurting or killing yourself?"
- 3. CONNECT**
After listening and being direct, offer support like the UW Counseling Center, Husky HelpLine, or connect with SafeCampus for consultation.

Resources	Connect Student to:
CARE TEAM If you are concerned about a student and would like consultation and support. Care team reports are reviewed and assigned to a team member within 72 hours of receipt.	HUSKY HELPLINE If a student is having intense emotions and needing crisis intervention support, connect the student to Husky HelpLine by calling 206.616.7777.
TITLE IX To report discrimination, harassment, and violence based on sex, gender, pregnancy status, and LGBTQ+ identity.	CONFIDENTIAL ADVOCATES If a student has experienced sexual assault, relationship violence, or stalking - they can contact the advocates for support.

SEEK HELP IMMEDIATELY

The welfare of the campus community is the top priority when a student displays threatening or potentially violent behavior.

IN URGENT OR IMMEDIATE SITUATIONS, CALL 911

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Consider the following Crisis Resources when students are in distress: **IN URGENT OR IMMEDIATE SITUATIONS, CALL 911**

Husky Helpline
Same day support
Call 206.616.7777

SafeCampus
Mon.-Fri 8AM-5PM
Call 206.685.7233

UW Counseling Center
Crisis Counselor on Duty
Business Hours
Call 206.543.1240

CARE Team Referral
72 hour turnaround time
Submit a Care Team Referral

HUSKY HELPLINE

wellbeing.uw.edu/huskyhelpline

Supporting students can feel overwhelming or isolating.

SUPPORT FOR STUDENTS:

Crisis support from licensed professional counselors in many different languages.

CONSULT FOR EMPLOYEES:

Not sure what to do to help a student? Call for consultation and support.

Call 206.616.7777

AVAILABLE 24/7 FOR SAME DAY SUPPORT

SAFE CAMPUS

uw.edu/safecampus

If you have safety concerns, SafeCampus is a great resource to talk anonymously about concern for yourself or others. Trained violence prevention & response specialists will listen to your concerns and provide individualized consultation, support, and safety plans tailored to your situation.

Call 206.685.7233

AVAILABLE MONDAY TO FRIDAY 8AM-5PM

UW COUNSELING CENTER

mentalhealth.uw.edu

Crisis Support - Counselors are available for same-day student crisis consultation at Schmitz Hall during the following hours: Monday, Wednesday, Thursday, Friday: 8 AM to 4PM and Tuesday: 9:30AM to 4 PM. Please see the website for summer hours.

Mental Health Counseling - UW Students also have access to counseling. Connect the student call or go to the website to schedule an intake with one of our psychotherapists.

Call 206.543.1240

AVAILABLE DURING BUSINESS HOURS

CARE TEAM

wellbeing.uw.edu/student-care-reports

There are times that you can be unsure about what to do when you are concerned for a student, and not sure of how to respond, who to contact, or you would benefit from consultation on how to support a student. A Student Care Team referral can help direct you to the right resources on campus to address the situation. After you submit a Student Care Team Report, it will be reviewed within 72 hours of receipt. See other side of this document for reasons to submit a Care Team referral.

SUBMIT A CARE TEAM REFERRAL

TITLE IX

uw.edu/titleix/report

Title-IX related concerns can include sexual assault, sexual harassment, relationship violence, and stalking. Making an online Title IX report will connect a student with a Title IX case manager who will explain supportive measures, resolution options and additional resources.

MAKE A TITLE IX REPORT

CONFIDENTIAL ADVOCATES

wellbeing.uw.edu/confidential-advocacy

Employees and students impacted by sexual assault, relationship violence, domestic violence, stalking, sexual harassment, and other related experiences can seek confidential support. Meeting with an advocate does not start an investigation, reporting, or formal complaint process.

MAKE AN APPOINTMENT WITH A CONFIDENTIAL ADVOCATE

EMPLOYEE RESOURCES

- WA EAP - Employee resources available 24/7 - hr.uw.edu/worklife/employee-assistance-program
- UW HR - Mental Health Tools - hr.uw.edu/policies/mental-health-supports

WHAT ABOUT PRIVACY

registrar.washington.edu/staffandfaculty/ferpa

The Family Educational Rights and Privacy Act (FERPA) permits the following:

- UW faculty and staff can disclose personally identifiable information from an educational record to those in connection to support students with a health and safety emergencies. Information may be released to parents, police, or others, if knowledge of the information is necessary to protect the health and safety of the student or other individuals.
- Observations of a student's conduct or statements made by a student are not FERPA protected educational records. Such information should be shared with University personnel when there is a specific need to know with appropriate consideration for student privacy.