



## **Behavioral Intervention Team Procedures**

### **Purpose**

Most behaviors that are exhibited can be handled by faculty and staff at the time of the incident utilizing existing policies and procedures. However, some incidences may require further documentation and review, or an immediate response.

The purpose of the Behavioral Intervention Team (B.I.T.) is to support the existing system in determining whether persons pose a threat to self or others, or intervene early in order to prevent the potential for persons to escalate from initial signs of distress to dysregulation and decompensation. Similar teams are used at various higher education institutions across the country.

### **Objectives**

The objectives of the Behavioral Intervention Team Procedures enable and empower the accomplishment of the following goals:

- To balance the educational, social, psychological, physical, and emotional needs of the person and the College's mission;
- To intervene early and provide support and response to persons who display varying levels of behaviors;
- To respond with support first and sanctions as a last resort;
- To respond with individualized assessment the recommendations for assessment or mandated assessment to assist in determining the potential for violent, homicidal and/or suicidal behaviors while avoiding stigmatizing mental health issues and stereotype-based profiling;
- To enable adherence to a formalized protocol of instructions for communication, coordination and intervention;
- To balance FERPA, HIPAA and ethical and moral standards with the College's need-to-know and emergency communication needs;
- To centralize the process for collection and assessment of referrals initiated by a person's behavior and recognize interactional patterns of concern involving someone that may be known to various faculty/staff and administrators;
- To engage faculty and staff in effective response with respect to the above;
- To coordinate follow-up to ensure that services, support and resources are deployed effectively; and
- To follow up as appropriate with psychological assessment, conduct actions, disability services, accommodations, hospitalization and withdrawal, as needed, balancing that which is in the best interest of the person and the College.

## **What Constitutes a “Distressed” Person?**

The following are behavioral examples of distressed behaviors:

### **Examples of Distressed Persons**

- Unaccountable change in grade performance
- Change in pattern of interaction
- Significant change in physical appearance
- Marked change in mood, motor activity, or speech
- May request special consideration frequently
- Behavior may interfere with classroom management or be disruptive
- Unusual or exaggerated emotional response
- Other behaviors indicating the person is distressed

### **Examples of “Extremely” Distressed Persons**

- Threatening or verbally insulting the instructor or others
- Intoxication – including drug and alcohol use
- Verbal Abuse (e.g., taunting, badgering, intimidation)
- Harassment (e.g., use of “fighting words,” stalking)
- Threats to harm oneself or others
- Physical violence( e.g., shoving, grabbing, assault, possession or use of weapon)
- Other behaviors indicating the person is extremely distressed

## **Referral Procedures**

### **Referring Distressed Persons (not “Extremely” Distressed Persons)**

To refer a distressed person(s), faculty, staff and students should file a [Referral Form](#) *within 3 business days* of interaction or reasonable time frame if best effort is demonstrated in attempting to contact the appropriate parties.

To obtain the Referral Form from the website, follow these instructions:

#### ***Student Referring Distressed Person:***

1. Go to Delgado’s home page ([www.dcc.edu](http://www.dcc.edu)).
2. Click on “Current Students” page.
3. Click on [“RISCC” Icon \(Referring Incidents of Student Code and Conduct\)](#).
4. Complete report as directed and click “Submit” link.

### ***Faculty/Staff Referring Distressed Person:***

1. Go to Delgado's home page ([www.dcc.edu](http://www.dcc.edu)).
2. Log into "Faculty/Staff" page.
3. Click on "[RISCC](#)" Icon under "Resources" header.
4. Complete report as directed and click "Submit" link.

### **Referring "Extremely" Distressed Persons**

If a person is posing a threat to the safety of him, she or others, becomes physically or verbally abusive, Campus Police should be contacted immediately. It is often a mistake to assume that aggressive behavior will stop on its own. Always err on the side of safety. ***Once Campus Police is notified a police report will be required and statements may be requested of the students, faculty or staff members involved and witnesses.***

### ***Referral Procedures for Delgado Campus Police:***

1. Call Campus Police at (504) 671-6111.
2. Follow all instructions as directed by the Campus Police Department.

### **Response to Referral**

Depending on the nature of the person's behavior, the following responses may apply:

- A person may be referred to the Behavioral Intervention Team (See Appendix A, *Behavioral Intervention Team Procedures Flowchart*.)
- A person may be referred for counseling.
- Faculty/staff member may be directed to consult [Classroom Disruption Procedures](#).
- Student may be processed through the [Judicial Affairs process](#).
- A faculty/staff member may be processed through the Office of Human Resources.

### **Feedback Loop**

All parties affected will be provided information on a "need to know" basis, as determined by the Behavioral Intervention Team. Otherwise, information regarding the reported person will remain confidential.

## **Behavioral Intervention Team (B.I.T)**

The B.I.T. is composed of the following:

- Director of Student Life
- Assistant Director of Student Life
- Chief of Campus Police
- Vice Chancellor for Student Affairs
- Academic Affairs Representative
- Adjudicator for Judicial Affairs

*Ex-officio Members (used on case by case basis):*

- Coordinator of Disability Services
- Coordinator of Health Services
- Policy/Accreditation Specialist
- Human Resources Representative
- Title IX Coordinator
- Public Affairs Representative
- Campus Executive Dean
- College Legal Representative

## **Protection of Referral Forms**

Such records are not available to anyone except to those who have a legitimate need to know and to the extent required by law. These records will be kept on file in the College's Office of Student Life and/or Office of Human Resources, as applicable. For students, such records are maintained separate from Judicial Affairs Records and are *not* a part of a student's discipline record unless student conduct proceedings were subsequently initiated from report. For employees, such records are *not* part of an employee's discipline record unless disciplinary action was deemed to be warranted from the report.

**Behavioral Intervention Team Procedures Flowchart**

