Faculty/Staff Reference to Assist Students in Distress

Compassion
CEI faculty/staff are in a unique position to demonstrate compassion for CEI students in distress. Students may feel alone, isolated, and even hopeless when faced with academic and life challenges. These feelings can easily disrupt academic performance and may lead to dysfunctional coping and other serious consequences.

You may be the first person to notice a student in distress since you have frequent and prolonged contact with them. The college requests that you act with compassion in your dealings with such students.

Action
Students exhibiting troubling behaviors in your presence are likely having difficulties in various settings including the classroom, with roommates, with family, and even in social settings.

If you feel worried, alarmed, or threatened by or about a student, trust your instincts and consult with someone.

Change
Sometimes students cannot, or will not turn to family or friends. Your expression of concern may be a critical factor in saving a student’s academic career or even their life.

The purpose of this folder is to help you recognize symptoms of student distress and identify appropriate referrals to campus resources.

What About Privacy?
The Family Educational Rights and Privacy Act (FERPA) allows CEI faculty and staff to share observations about the behavior of students, statements made by students, and concerns about students generally with CEI personnel who have responsibility for the welfare of students, and with law enforcement, as suggested in this document.

FERPA and other student privacy regulations generally allow CEI to release such information to parents, police, or others whose knowledge of the information is necessary to protect the health and safety of the student or other individuals. Appropriate consideration for student privacy should be given before information is shared with people other than those suggested in this document, and questions about when such disclosure is appropriate should be referred to the Dean of Student Affairs or the Vice President of Instruction and Student Affairs.

Who to Contact
Follow the chart to determine who to contact when faced with a disruptive or distressed student.

Is the student a danger to him/herself or others, or for any other reason, does the student need immediate assistance?

YES
The student's conduct is clearly and imminently reckless, disorderly, dangerous, or threatening—including self harm.

Call 911 or CEI Security Department 208.604.4597

I’M NOT SURE
The student shows signs of distress, but I am unsure how serious it is. My interaction has left me feeling uneasy and/or really concerned about the student.

To speak with someone for timely consultation during business hours:

• Call Counseling Services at 208.535.5622
• After hours and holidays, call Campus Security at 208.604.4597
• Crisis Hotline at 208.522.0727
• Office of the Dean of Student Affairs at 208.535.5451

NO
I am not concerned for the student's immediate safety, but he/she is having significant academic and/or personal issues and could use some support.

Refer student to an appropriate campus resource.

For additional questions and concerns, please go to https://titanium.cei.edu to fill out a faculty/staff referral form.
Indicators of Distress:

What to Look For

Be aware of the following indicators of distress. Look for groupings, frequency, duration and severity—not just isolated symptoms.

<table>
<thead>
<tr>
<th>Academic Indicators</th>
<th>Physical Indicators</th>
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<tbody>
<tr>
<td>• Sudden decline in quality of work and grades</td>
<td>• Marked changes in physical appearance including deterioration in grooming, hygiene, or weight loss/gain</td>
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<td>• Repeated absences</td>
<td>• Excessive fatigue/sleep disturbance</td>
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<td>• Disorganized performance</td>
<td>• Intoxication, hangovers, or smelling of alcohol</td>
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<td>• Multiple requests for extensions</td>
<td>• Disoriented or “out of it”</td>
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<td>• Overly demanding of faculty and staff time and attention</td>
<td>• Garbled, tangential, disconnected, or slurred speech</td>
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<th>Psychological Indicators</th>
<th>Safety Risk Indicators</th>
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<td>• Self-disclosure of personal distress such as family problems, financial difficulties, contemplating suicide, grief</td>
<td>• Academic assignments dominated by themes of extreme hopelessness, rage, worthlessness, isolation, despair, acting out, suicidal ideation/violent behaviors—a &quot;cry for help&quot;</td>
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<td>• Unusual/disproportional emotional response to events</td>
<td>• Physical violence (shoving, grabbing, assault, use of weapon)</td>
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<td>• Excessive tearfulness, panic reactions</td>
<td>• Implying or making a direct threat to harm self or others</td>
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| Resources and Tips

Use the tips below to help you refer the student to one of the resources listed below.

- **Safety First:** The welfare of the campus community is the top priority when a student displays threatening or potentially violent behavior. Do not hesitate to call for help.
- **Listen S sensitively and Carefully:** Use a non-confrontational approach and a calm voice. Avoid threatening, humiliating, and intimidating responses.
- **Be Proactive:** Engage students early on, setting limits on disruptive behavior.
- **Be Direct:** Don’t be afraid to ask students directly if they are under the influence of drugs or alcohol, feeling confused, or having thoughts of harming themselves or others. Remember to be sensitive to your surroundings.
- **Follow Through:** Direct the student to the physical location of the identified resource.
- **Consultation and Documentation:** Always document your interactions with distressed students and consult with your department chair supervisor after any incident.

### Campus Resources for Students

**Counseling Services (Building 3, Room 335)**
208.535.5622
For consultation about students of concern and for help connecting students to counseling or other resources.

**After-Hours Assistance/Behavioral Health Crisis Center**
208.522.0727
A crisis resource to provide to students after business hours

**CEI Security**
208.604.4597
For concerns about students who may pose an immediate danger to hurt self or others

### Campus Resources for Faculty/Staff

**Human Resources**
208.535.5495/5303
**CEI Campus Security**
208.604.4597
For assessment of threatening or potentially violent faculty / staff behavior

**Guidance Resources Employee Assistance Program**
877.427.2327
www.guidanceresources.com
Company ID: SOIEAP

### Community Resources for Students, Faculty/Staff

**Idaho Falls Police**
208.529.1200
For off-campus concerns about safety and well-being

**Behavioral Health Crisis Center**
208.522.0727
For immediate, confidential crisis support and intervention

**EIRMC or Mountain View**
This is the closest hospital and ER to campus
**EIRMC**
208.529.6111
**Mountain View**
208.557.2700