Pupil Personnel Services Guidance for Checking-in on Students and Providing **Counseling During School Closures** Susan K. Coats, Ed.D., School Psychologist, LEP #2836 Chair, CASP Mental Health Committee Tom Sopp, MA, School Psychologist, LMFT #36146

Chair, CASP Advocacy & Leadership Committee

May 6, 2020

## The "Big Picture" Checklist:

### Self-care

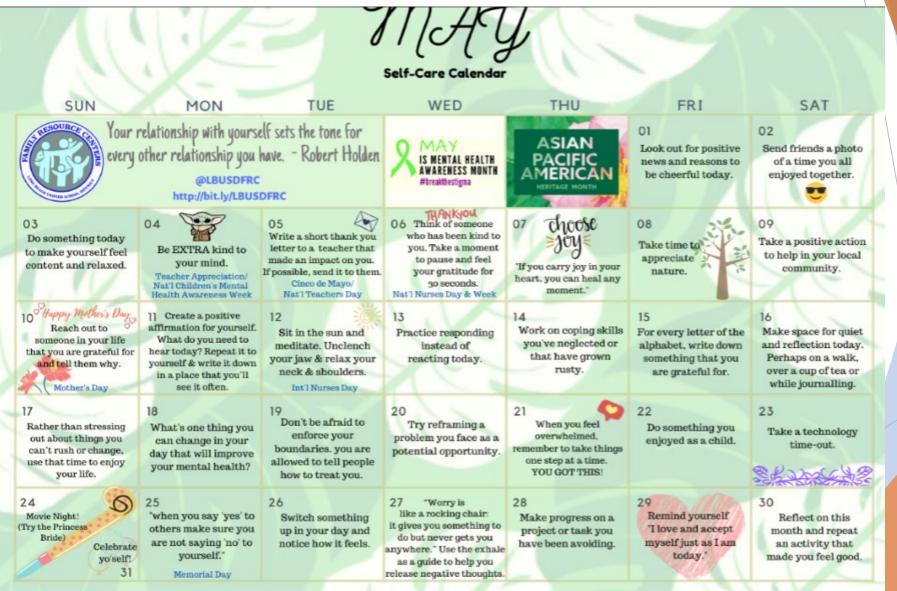
Ensure that you are staying emotionally grounded. Try to maintain normal daily routines, find safe ways to continue social contact with trusted friends and family, keep up physical activity, practice healthy eating and sleeping routines. Keep accurately informed, but minimize watching the news.

### Support the school site personnel

- Create a list of resources and activities that staff can remotely access and implement for themselves, their families, and their students.
- Professional development
  - Participate in any educational technology training your county office of education or district office may be offering, and follow their guidelines.
- Scope of practice
  - PPS professionals should adhere to their professional scope of practice and ethical guidelines in the remote environment as in the face-to-face settings.



### **Support the school site personnel:**



## Support for site personnel:

$\equiv$ Wellness for Staff	Stream Classwork	People Grades	
	Overall Well-Being	:	
	Mind 🗐 1	Edited Apr 6	
		Emotional	:
	Emotional		
	Emotional	Stephanie Kubicek posted a new material: Emotional	:
	Social	Posted Apr 1 (Edited Apr 6) Our ability to acknowledge, regulate and share feelings of anger, fear, sadness, or stress; hope, love, joy and happiness in a productive manner. Actions: Carve out time for "down time." Let your mind wander. Don't think about any particular goal. It helps the brain recharge. Keep a journal to assess your mood over time. Express yourself authentically and engage in meaningful conversations. Seek counseling and support when needed.	
	Social	Wellness with Dr. Isaiah P YouTube video 0 minutes Why Mindfulness Is a Su YouTube video 2 minutes	
0	Physical	Sunday Scaries   A Mini YouTube video 4 minutes VouTube video 13 minutes	
		What Is Emotional Wellne https://www.psychologytoda	

## **Professional development**

https://www.wellnesstogether.org/blogs/news/tagged/events



#### Supporting You Supporting Students: Tools for the Challenging Times

Events · Webinar

#### Part 4 of 4 Thursday, April 30th | 1pm - 3pm



Resources to Support Online Instruction, Collaboration and Communication

#### Collapse All Expand All

B
 B
 Microsoft Teams - Managing Online Team Meetings
 B
 Microsoft Teams - Resources
 B
 B
 Microsoft Teams For Education

https://www.lacoe.edu/Technology/Technology-Learning-Support-Services/ITO-Training-Resources

## **Scope of Practice:**

- School-based mental health services provider:...counselor, school psychologist, school social worker,... (Every Child Succeeds Act (ESSA), Section 4102 Definitions (6) of Title IV).
- > California Teacher Credentialing PPS Training Standards:
  - School Counselors: Standard 25 Individual Counseling ...skilled in identifying the mental health needs of pupils (p. 48).
  - School Psychologists: Standard 21 Wellness Promotion, Crisis Intervention, and Counseling ...develop and implement mental health interventions (p. 72).
  - School Social Workers: Standard 20 Direct Learning Support Services ...basic methods of social work intervention, which may include counseling, crisis intervention, casework, group work, community organizing consultation, case management, family therapy, and effective educational strategies (p. 92).

(Pupil Personnel Services School Counseling, School Psychology, School Social Work, and Child Welfare and Attendance Program Standards Commission on Teacher Credentialing, October 2000).

### "Check-in" Defined:

A "check-in" is a narrow, care-focused process to meet the immediate student/family needs while counseling focuses on long-term goals and a broader range of issues.

#### What a check-in **IS NOT**:

- Crisis hotline counseling.
- A social call.
- A telehealth therapy session.
- A weekly counseling session for an individual student or meant to replace previous counseling services provided by the Local Educational Agency (LEA) or community agency provider.

### What a check-in IS:

- A short phone conversation with a student to check-in on how s/he is doing.
- Within your PPS scope of practice.
- An opportunity to connect with the student and express empathy.
- A method to monitor a student's stress reaction.
- Available to all students.

## "Check-in" Delivery Steps:

### Before

- Collaborate with district and site administrators regarding how parents and students can access remote supports and resources (e.g. landline, virtual platform).
- If you are working from home, find a quiet and confidential location.
- To keep your personal number private, create a free Google Voice phone number.
- Make a list of hotline numbers, district supports, and community resources, including crisis contacts regarding suicide risk protocols during remote contacts.
- > Take steps to maintain confidentiality if at home.
- Have resources available including hotlines, psychiatric mobile response team, district support, community supports.

Coats, S.K., Sopp, T.J. (2020). Pupil personnel services guidance document for checking-in on students during school closures. Endorsed by the California Association of School Psychologists Executive Committee, April 2020.

## **Plan for At-Risk Situations**

- Child Abuse: Remind personnel of child abuse reporting mandate applies to virtual platforms.
- Check your LEA's policies and procedures regarding suicide risk assessment protocols during remote contacts. If they do not have a protocol for this unique situation, offer to work with your supervisor on developing a safety protocol.
  - Student's location and address
  - Adults with the student
  - Protocol for teachers and PPS providers
  - Resources ready to go

long beach	Long Beach Unified			
diminer 1		Suicide Assessment	During School Closures	
Student: Date/Time:			kname:	
School:		SID#	D08:	
** What is the n adult currently v	tudent's current location? ame (and relationship) of an with the student?			
disconnected?	ontact numbers if call is			
1. Current Ideat Intent	tion and ASK: Are you thinking about suicide or killing yourself now?	Yes Comme     No     Undecided	ints:	
	ASK: On a scale of		nmit suicide in the next 24 hours?	
2. Communicat Intent	tion of ASK: Have you talked to anyone about your thoughts of suicide? ASSESS: Has the s	student directly commented dire	nts:	
3. Plan	ASK: Have you thought about how you would commit suicide? ASK: What is your		documents, non-verbal	
4. Means	ASK: Do you have access to guns, medications, weapons, ropes, and other dangerous objects?			
	ASSESS: Based o the students			ving Students Remotely in Emotional Pain - or Teachers
icide	e risl	2. 3. 4. 5.	Obtain student's location: Ask for child, Ask for emergency contact p Ask: To speak with the student's p Call: Immediately call 911, if dang Maintain Confidentiality: Do not i	up on a student in immediate risk of suicide. If an address and the names of adults that are with the boost names and the names of adults that are with the source names and the names of the subscreection. If the tardwarm seeks imminiant. Satess a subsent for suicide if it is snown that other or visible or careful, if a slucet is boostionation in or visible or careful.
o no	t	6.		with all other students and create a private connection
• • • •	-		<b>1</b>	LONG BEAC
ith y	our		LBUSC	D's 8 Action Steps for Helping Students Remotely in Emotional For Counselors, Psychologist & Nurses

 Ask: "Are you thinking about suicide or killing yourself now?" (This will not put the idea into their head or make it more likely that they will attempt suicide.) Complete a modified suicide assessment. The modified assessment and appropriate stems can be found <u>here</u>.

The most pertinent questions are: a. Where are you right now (obtain address if possible)? What is the name of an adul that is currently with you? What is their phone number?

b. On a scale from 1-10, how likely are you to die by suicide in the next 24 hours?
 c. Have you thought about how you would kill yoursel?? If so, how would you do it?
 d. Do you have access to guns, medications, weapons, ropes or other dangerous

- objects? 2. Listen: Listen to the student without judging and show you care. Connection is important. 3. Take action for moderate and high risk students:
  - a. Immediate danger to self: Call 91.1 if danger for self-turn seems imminent.
    b. High Risk: (i.e. the student is at high risk and seems calm and compliant), speak with the parent/guardiant is onesce that the student is sale. Contact the Psychiatric Mobile Response Team (FMRT) 1-800-854-7771. Provide student location and phone number. PMRT will docide how to respond.
  - c. High Risk and current danger to self: (i.e., the student is high risk and agitated or out of control) Contact the Long Beach Mental Evaluation Team (MET) (562) 435-5711 or your local law enforcement agency. Provide student location and phone number. MET or your local law enforcement agency will decide how to rescond.
  - d. If the PMRT, MET or your local law enforcement agency cannot be reached, call 911.

 Low/Moderate risk: Speak with parents, provide support plan & crisis phone numbers.
 Provide resources to help the student connect: Student and parent/auardian can call

- Provide resources to help the student connect: student and parentiguardian can can SAMHSA's National Suicide Prevention Lifeline at 1-800-273-TALK (8255), the National Suicide Prevention Lifeline at: 1-800-273-8255, Teen Line at: (310) 855-HOPE.
- Stay connected: Call the parent/guardian one to two days after the crisis or after th student has been discharged from care.
- student has been discharged from care. 6. Inform: Make your administrator aware of your actions.
- Document: Place your intervention in Synergy (Student Conference Screen; Description -Suicide Prevention/Intervention Tab).
   Send: Mail a copy of the Modified Suicide Assessment form via District or regular mall to
- b. Send: Weak a copy of the location's obscole Assessments from Weak Detric Or regular final to Dr. Erin M. Simo (Director of Stateburg Edges) Earlies – Tucker Administrative Offices) within one weak of completion. Send Dr. Erin M. Simon an e-mail within 24 hours of completing the molified suickle assessment. The email should state: Who you are, Tyou called PMRT, 911, MET or your local enforcement agency, and your best contact number. (Do not attach the assessment to revold be student's name)

## Triage

Discuss with your district and site leadership teams what staff available and how you will triage students for Check-in.

Examples of triage considerations for students:

- He/she is currently receiving mental health services and/or experienced an involuntary hospitalization this school year.
- You know the student is living in an unstable home, has an open DCFS case, or is identified as a foster or homeless youth.
- The student has a 504 Plan or IEP, and especially if he/she is receiving DIS Counseling services.
- If the student is <u>not capable</u> to participate in a check-in due to his/her developmental level, cognitive ability, verbal skills, and psychosocial situation, consider an alternative manner to check-in such a parent/guardian phone call.

### Alternative:



# WISE WORDS OF THE WEEK

Hello friends!

04/06/2020

when everything feels like an uphill struggle, just think about the view from the top. Write or draw what you think this quote means. Share it with

> Sincerely, FRC Staff

> > Follow us on **@LBUSDFRC**

04/27/2020

# "Check-in" Delivery Steps:

### During

- <u>Call parent/guardian</u>. Share the purpose of the call, limits of confidentiality, the location of student and offer the family resources if needed.
- Call student for "check-in". Obtain verbal consent from the student, confirm student's location at time of check-in and phone number. Ask the student about his/her daily routine, distal learning experience, and the effects of social distancing. End the conversation with hope and reassurance: We are all in this together. We will take this one day at a time.

The PREPaRE Model, Crisis Interventio

The PREPaRE model (<u>Brock et al., 2016</u>) is a sequential, hierarchical approach to school crisis preparedness. This infographic illustrates its application when responding to the stress generated by a global pander

Prevent physical and assubological injury. Protect youth from harm by ensuring health promoting Schwarz, while at the same time minimizing expressive to potentially traumatising material. Do not expose youth to excessive amounts of media (i.e., that beyond which offers basic crisis facts and

second to a condemy. Crises that are more predictable and viewed as m

o be less treumetic. Giving youth concrete ections they can take to maintain health

chaving layed once who are sick for are in a high-risk group). Pre-existing physical and mental ealth problems, and ignistion and lask of special supports also predicts more or

vatema, by providing expert guidance on how to support adaptive coping (a variety of reso are evaluable from ((A12)). It would also be possible to provide more direct caregiver trainings via

seychological intervention. Stabilistion and grounding of persons with extreme ab-ons is important to staying healthy and maintaining a strong immune system. Whe ert is leaking, and psychological education insufficient, consider rees. A listing of help line resources, including suisid

tanza) (National Allance on Mental lines) can be made available to support this level of intervention. Further, the availability of an of the fact some the support this level of dentified as as to be able to make appropriate referrals. Remember to fo

works outside of their immediate families. Social modia, Pacetime/Oup Melbile, Gener

rac documents supplement naturally occurring appled support

cain mind that levels of stress promoting edeptive behavior (e.g., handwashing) are app or, strive to ensure threat perceptions, and resulting stress, match the actual degree of heat tor edult reactions and minimize exposure to those who have lost emotional control. This Evaluate and manitor stress reactions. Again, in an ongoing crisis, stress is, to a certain point, appropriate and adaptive. However, extreme stress can compromise the <u>immune system</u> and suggests the need for crisis intervention. Pectors that can generate such stress include getting sick

de and Respond to montal health needs. While fees-to-fees ensis into sial distancing requirements, there are other options for supporting adaptive septing with an ongoin saor. Arom the three general providings of PACPLAR erius interventions the following are suggested Promote social support systems. The availability of primary saregivers is essential for young children. Older children and adolessents will also need to connect with friends, teachers, and othe

Hangouts Mest, Zoom, and GoToMeeting are examples of options for mainte

attions taken, and reflections made. While no two enisis situations are identical each -offers the opportunity to learn and strengthen future crisis interventions. An After Ast asyment orais interventions and be used to strengthen your emergency operations plan.

rtual meeting platforms (c.g., Zoom, GoToMeeting

teeffirm health/welfere by ensuring youth and caregivers have presting actions that minimize health risks. This promotes the i

w the crisis as more controllable.

cettions. Recognize that some comm

movide anythelegical a

upports health)

and Global Pandemic

#### What if the call becomes a longer conversation due to the...

- Student experiencing significant stress.
- > Student is at risk.

The PREPaRE Model, Crisis Intervention, and Global Pandemic Infographic, (Brock et al., 2016).

## "Check-in" Delivery Steps:

### After

- Log the date and the time spent with the student. Make note of any concerns or resources needed for the student, and follow up with providing those resources.
- If needed, collaborate with/support the parent/guardian regarding community support resources.
- Determine if there is a need for a follow-up "check-in", enrollment in a social/academic instructional group, or a referral for telehealth sessions. How often?

### Transition

Are you doing enough to take care of yourself? What students would you prioritize for "check-in"? How will you adaptive these documents to meet the needs of your students? What resources do you need to gather? What are your next steps?



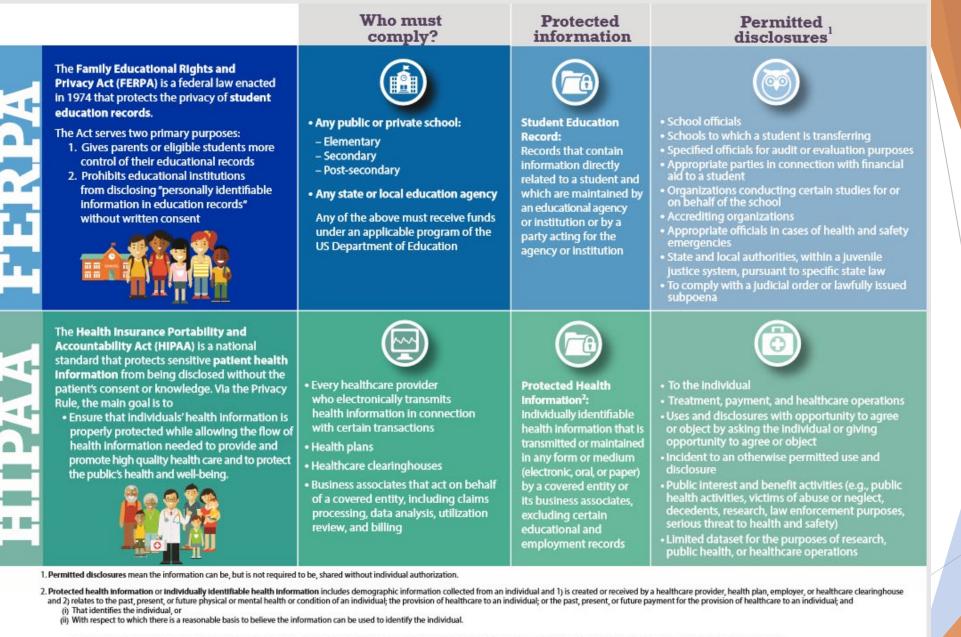
## **Telehealth**



- "...the use of electronic information and telecommunication technologies to support longdistance clinical health care, patient and professional health-related education, public health, and health administration. Technologies include video conferencing, the internet, store-and-forward imaging, streaming media, and terrestrial and wireless communications." Health Resources and Services Administration (HRSA)
- Telehealth or teletherapy, is where the clinician and the client are physically located in two different locations, and virtual services are provided remotely using technology via the Internet. National Association of School Psychologists (NASP)
- Minor confidentiality rights and restrictions.
- Parent/student consent forms needed for on-going counseling services not check-ins.
- > HIPAA vs FERPA & LEA technology platforms.

Health Resources and Services Administration (HRSA) https://www.hrsa.gov/rural-health/telehealth

National Association of School Psychologists. (2017). Guidance for delivery of school psychological telehealth [Brief]. Bethesda, MD: National Association of School Psychologists.



For more information, please visit the Department of Health and Human Services' HIPAA website and the Department of Education's FERPA website.



## **Terms and legal protection differences**

### <u>HIPAA</u>

- Telehealth
- Licensed (Board of Behavioral Sciences)
- > Private practice contractor
- Dept of Health Care Services (MediCal billing)
  - Defines telehealth, providers, services, types of communications, protections
- Caregiver informed consent for youth
- 16 CCR § 1815.5§ 1815.5. Standards of Practice for Telehealth

#### **FERPA**

- Examples. Virtual/Remote
   Counseling, Psycho-educational
   Counseling.....
- CTC Credentialed
- Licensed staff employed by LEA
- Dept of Health Care Services (MediCal billing for IDEA students)
- > Caregiver informed consent for youth
- Federal law, U.S. Department of Education, protects student educational records
- AB 2315 (Quirk-Silva) 2018: CA Educ Code § 49429 (2019) NOT FUNDED... The Children's Partnership state budget request 2020-2021

# **Checklist for School Telehealth Services**

- Are Telehealth services appropriate for your student(s)?
  - Student(s) capable of engaging in telehealth (e.g. developmental level, cognitive ability, verbal skills, and psychosocial situation)?
  - > Does the student have a landline or technology resources for a video-conference?
  - > Does the student have the physical space for a private and confidential session?
  - Will the student be seen individually or in a group? If group, what kind? Watch Kim Breen's video "Leading and Learning Remotely" for running a remote group.

### Technology

- Is your LEA supportive of telehealth? Landline or virtual?
- Does your LEA offer trainings on the technology platform? Do you feel confident using that platform?
- Is the LEA's technology platform FERPA compliant? HIPAA compliant if appropriate?
- Does your student know how to login and use the technology? Be prepared to teach and review the appropriate technology involved in the session/group.

Coats, S.K., Sopp, T.J. (2020). *Technology checklist for school telehealth services*. Endorsed by the California Association of School Psychologists Executive Committee, April 2020.

#### Technology Checklist for School Telehealth Services

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		Version 2.2		

# **Checklist for School Telehealth Services**

### Office

- To improve eye contact, position your device's camera so that it's easy to look at the camera and the student on screen. Remove distractions in the background.
- > Make sure the room is well lit with the light in front of you so your face isn't shadowed.

Pre-session

- > Check-in? If on-going counseling...get informed consent with a telehealth comment.
- Does the LEA have a remote crisis plan? Hotline numbers, district supports, and resources (e.g. foodbanks, mental health agencies, DMH Psychiatric Mobile Response Team).
- > Are you using a Google number or an email to contact you if needed?

### Initial session

- Confirm student's location and phone number.
- > Review importance of privacy, confidentiality, and security.
- > Be authentic and professional.





## Self-Care BINGO

MARK ALL THE SELF-CARE ACTIVITIES YOU HAVE DONE LATELY.

WORE A MASK	MEDITATED	YOGA	CREATIVE ACTIVITY	READ A BOOK
COLORING	WENT FOR A WALK	CALLED A FRIEND	VIDEO CHAT	SET BOUNDARIES
DRANK WATER	TURNED OFF MY PHONE	FREE	JOURNALED	CLEANED MY ROOM
WENT TO SLEEP EARLY	COOKED A HEALTHY MEAL	READ SOME POSITIVE NEWS	WASHED HANDS	FUNNY MOVIE
PRACTICED GRATITUDE	DANCED	LISTENED TO MUSIC	MADE MY BED	CUDDLED MY PET

https://emmresourcecenter.org/resources/may-mental-health-mattersmonth-2020-activation-toolkit





**#EACHMINDMATTERS** 



Call 1-800-273-8255 (TALK) or text "MHA" to 741741.

MHAZ

B4Stage4

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Find more information and resour about COVID-19 and mental health mhanational.org/covid 19.

https://www.mhanational.org/mental-health-month-2020-toolkit-download



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