

## Central Crisis Team

Depending on Assistance Needed, Call:	
DC Department of Mental Health Crisis Coordinator	202-295-7037
DC Department of Mental Health 24-Hour Access Helpline	888-793-4357
LEA Contact	
CCT Coordinator ( <i>DCPS Only</i> )	
Security	
Other	

### Situation Description

A crisis is defined as a death or other traumatic event involving a student or staff member due to an accident, community violence, suicide, homicide, illness, natural disaster, or terrorism that interrupts the normal day-to-day functioning of the school. The Central Crisis Team (CCT) is comprised of social workers and psychologists from schools and DMH who have advanced training and expertise in crisis management.

Each school has a School Crisis Team (SCT) comprised of the principal, assistant principal(s), school counselor(s), health assistant and/or nurse, school psychologist, and social worker, as applicable. One of these team members should be identified as the SCT chairperson. School-based teams provide prevention information, intervention, and support to school staff, students, and parents during and in the aftermath of a crisis or traumatic event. This team is also responsible for deciding if additional support is needed from the CCT.

- The SCT should take into consideration the extent of the impact on the school:
- Is a school wide intervention needed?
- Does the school have enough trained staff to provide an appropriate intervention?

How impacted are the members of the SCT, will they be able to effectively intervene with grieving/traumatized students and staff.

Typically, there are three levels of crisis. Level 1 crisis is usually handled by the SCT. An example of this level of crisis is when a former student dies or a teacher dies after a long illness. A Level 2 crisis is when a current teacher or student dies suddenly. In a Level 2 crisis the CCT team can be called to help with the crisis response. A Level 3 crisis is when a major disaster occurs or when an incident involves more than one school. CCT is called to assist in a Level 3 crisis.

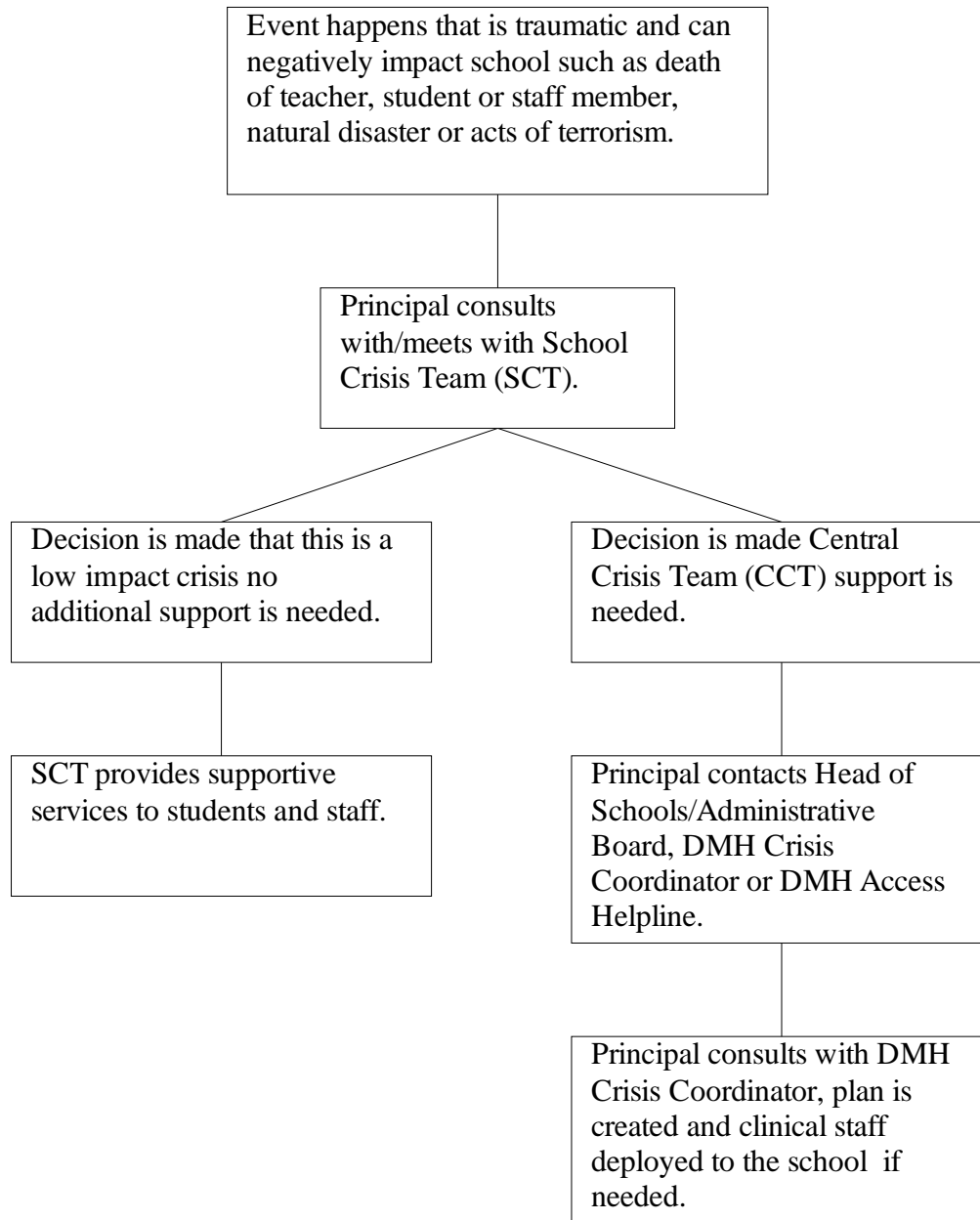
The principal makes the decision to contact the CCT in consultation with the coordinator of the SCT and the Supervisor of Social Workers. If it is determined that additional support is necessary, the Supervisor of Social Workers (DCPS) or for Charter Schools the DMH Crisis Coordinator contacts the appropriate team members. The role of the CCT is to provide consultation, support to the SCT and intervention to the school.

Note: The DCPS School Crisis Response Handbook included in Section 7, Appendices, of this Guide assists school staff and administration in managing school crises in a universal, consistent, and appropriate manner. The Handbook includes suggested procedures and resources to guide the SCT. All responses to crisis situations promote the school system's goal of a safe and orderly learning environment by reducing the impact of grief and loss that interferes with the normal school functioning and the learning process.

### **Procedures**

- The school principal will identify all school-based team members who will be responsible for coordinating the school's crisis response and post names around the school. The principal will either serve as chair of this SCT or designate a team member to serve as the chairperson.
- The principal/designee along with the SCT will assess impact of crisis on the school community that may affect students, staff, parents, and local community members.
- The principal/designee contacts the following to inform of crisis event and give assessment information:
  - LEA Administrative Offices, or Office of the Chancellor (DCPS);
  - Security; and
  - Schools should contact the DMH Crisis Coordinator at 202-295-7037 or DC DMH 24-hour Access Helpline, 1-888-793-4357. DCPS Schools should contact their Supervisor of Social Workers/CCT Coordinator.
- The Supervisor of Social Workers/CCT Coordinator will assess the Crisis Response Level of Need and deploy CCT members to the school.
- The Supervisor of Social Workers/CCT Coordinator will also assign one CCT member as Team Leader.
- Input from the principal/designee will be relayed to CCT members who will coordinate onsite interventions with SCT members.
- Principal, SCT, and CCT members will provide up-to-date information to staff regarding the crisis, the plan of action, and any other relevant information.
- Intervention will be provided to staff and students according to the plan of action.
- Appropriate correspondence will be sent to parents and community.
- Followup services for students will be planned and scheduled.
- Crisis team is debriefed.
- Documentation of incident will be completed.

## DMH Central Crisis Team Deployment



## DCPS Central Crisis Team Deployment

