# SUICIDE RISK ASSESSMENT AND INTERVENTION MANUAL



January 2019

Kenai Peninsula Borough School District

## Kenai Peninsula Borough School District SUICIDE RISK ASSESSMENT

A suicide risk assessment should be initiated **immediately** whenever a *student talks about harming himself/herself*, or if there is concern that a student has thoughts about hurting himself/herself. Do not leave the student unattended by an adult. Do not allow the student to leave the building until this protocol is completely filled out and a plan for ensuring the student's safety is being carried out. The Site Administrator/Principal <u>must</u> be informed. This Suicide Risk Assessment will guide your evaluation, document your concerns, and help you develop a student safety plan. You will:

- Identify a risk level
- Notify parents and complete the Emergency Conference Notice (page 6)
- Send SUICIDE RISK INCIDENT REPORT (page 8) to Administrative Secretary for Assistant Superintendent at District Office (current in position: Natalie Bates)
- Retain a copy of the remaining pages at school with the administrator, school psychologist, or school counselor

DOB:	Student ID:	Gender:	Grade:	Age:
Parent/Guardian Names:		Phone:		Date:
Sten 1: Keen t	he Student Safe			
	y supervise the student(s); if ther	re is imminent danger ca	all 911.	
Step 2: Notify	the Site Administrato	r/Principal		
☐ Report the sit	tuation to administrator immedia	tely.		
Step 3: Identif	fy Staff Member(s) to	Complete this S	creening	
Screenings for suicid	e risk assessment should be com	pleted by a staff member		th training. When possible,
	m or consult with a second staff		vyah ala aiatı	
School Counselor:		School Psychologist:Other:		
Step 4: Seek I	nformation to Clarify	Concerns		
Step 4: Seek In As needed or if appro  Interview  Health, ps  Is the chil	nformation to Clarify opriate and when possible, clarify s with school staff, teachers, study sychologist, and counselor record defection Special Education	Concerns y current concerns by addents and parents ds ervices?	ctively seeking info	ormation from:
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Step 4: Seek In As needed or if appro  Interview  Health, ps  Is the chil  Is the chil  Is the chil  Step 5: Intervi  The following question interview with the stu	priate and when possible, clarify swith school staff, teachers, study sychologist, and counselor record defectiving Special Education States and taking any medications?	Concerns y current concerns by addents and parents ds ervices?	Disability?gnosis?udgment and clinicanning regarding h	cal skills to conduct an arming others as well.
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## **Ouestions for Student Interview** Use the questions and checklist below to assist you in assessing suicide risk and complete the Suicide Risk Assessment Checklist on the following page. If you would like list of more specific questions, see **Appendix A** (pg. 11-13). Beginning the Interview—What warning signs initiated the referral? Someone has noticed \_\_\_\_\_\_ about you (e.g., an essay, a drawing, a statement). It concerned me and so I wanted to ask you about it. What were you meaning to say? What did you want to happen? Assessing Current Feeling and Thinking—What problems is the student experiencing? How are things going for you right now? Have you been feeling down or discouraged? What problems are getting you down right now? Has someone hurt you, or has someone hurt your feelings in some way? Do you feel like things can get better? Assessing Suicidal Thinking and Behavior—Is the student suicidal; do they have a plan; past behavior? Have you been thinking about hurting yourself or taking your own life? What happened to make you think about hurting or killing yourself? Do you know someone who's committed suicide? Has someone you care about died? Have you tried to hurt or kill yourself before? Have you thought about how to make yourself die? How are you planning to hurt yourself? (Ask about access to a means to inflict self-harm that matches how the student responds—medications, firearms, etc.) Have you thought about harming someone else? Assessing Coping—How does the student solve problems? What would it take to make things better? What would have to happen for things to work out? What have you tried to do to make things better? Assessing Supports—What strengths and supports does the student have? Can you talk to family and friends about how you're feeling? Who have you told about how you are feeling? Are they helping you? Would you be willing to talk to someone about how you're feeling (e.g., a therapist)? Warning Signs for Suicide (for screening use, check all that apply) ☐ Suicide notes ☐ Family problems ☐ Loss of important person or relationship ☐ Making final arrangements ☐ Legal problems ☐ Family history of suicide ☐ Friend has attempted suicide ☐ Giving away possessions ☐ Poor coping skills

**Step 6: Assessing Suicide Risk -** Make a decision about the level of risk. *When possible, consult with a second staff member.* Complete the **Suicide Risk Assessment Checklist** (pg. 3).

☐ Limited support system

☐ Increased risk taking

☐ Drug and alcohol use

☐ Humiliation or rejection

☐ Previous suicide attempts, cutting

Access to a means to harm self

☐ Plan to commit suicide

☐ Sense of desperation

☐ Reading or writing about death

☐ Social withdrawal or isolation

☐ Sad or depressed affect, hopelessness

☐ Sexual identity issues or sexual abuse

Suicide Risk Assessment Checklist - Put a check in the appropriate boxes

Do	Performance/Degree		RISK PRESENT, BUT LOWER	MEDIUM RISK	HIGH RISK	
Pe			(Score for check = 1)	(Score for check = 2)	(Score for check = 3)	
1.	Sui a.	<b>icide Plan</b> Details	□ vague	□ some specifics	□ well thought out, knows when, where, how	
	b.	Availability of Means	□ not available, will have to get	□ available, have close by	□ have in hand	
	c.	Time	□ no specific time or in future	□ within a few hours	□ immediately	
	d.	Lethality of Method	□ pills, slash wrists	□ drugs and alcohol, car wreck, carbon monoxide	□ drug, gun, hanging, jumping	
	e.	Chance of Intervention	□ others present most of the time	□ others available if called upon	□ no one nearby, isolated	
2.		evious Suicide tempts	□ none or one of low lethality	□ multiple of low lethality or one of medium lethality, history of repeated threats	□ one high lethality or multiple of moderate lethality	
3.	Str	ess	□ no significant stress	□ moderate reaction to loss and environmental changes	severe reaction to loss or environmental changes	
4.	Syl a.	<b>mptoms</b> Changes in Behavior	daily activities continue as usual	□ some daily activities disrupted; disturbance in eating, sleeping, school work	□ gross disturbances in daily functioning	
	b.	Depression	□ mild, feels slightly down	☐ moderate, some moodiness, sadness, irritability, loneliness and decrease of energy	overwhelmed with hopelessness, sadness and feels worthless	
5.	Re	sources	□ help available; significant others concerned and willing to help	☐ family and friends available but unwilling to consistently help	☐ family and friends not available or are hostile, exhausted, injurious	
6.		mmunication pects	☐ direct expression of feelings and suicidal intent	□ inter-personalized suicidal goal ("They'll be sorry – I'll show them")	ury indirect or nonverbal expression of internalized suicidal goal (guilt, worthlessness)	
7.	Lif	e Style	□ stable relationships, personality and school performance	□ recent acting out behavior and substance abuse, acute suicidal behavior in stable personality	usuicidal behavior is unstable personality, emotional disturbance, repeated difficulty with peers, family and teachers	
8.	Me	edical Status	□ no significant problems	□ acute but short term or psychosomatic illness	catastrophic illness	
Su	b-tot	tals	(A) x 1 =	(B) x 2 =	(C) x 3 =	

Total Score: (A + B + C) / 3 =\_\_\_\_\_

Level	<b>Score</b>
Low	1-6
Medium	7-10
High	11-13

**IMPORTANT:** The completion of this assessment worksheet indicates that a concern exists for a possible suicide attempt. Even if the assessment indicates a low risk, there is a risk present.

#### **Step 7: Notify the Student's Parent(s) or Guardian(s)** ☐ Call parent to discuss findings from the assessment and get their input. ☐ Parents/guardians have NOT been notified because: ☐ An effort was made to contact parent/guardian: Date Time No answer | Left Message Contacted **□** Low Level of Risk The student appears to be at a low risk for harming himself/herself. The student is in distress but has positive supports. The student's concerns and needs may be readily addressed. The student does not appear serious about harming himself/herself, nor have they thought seriously about a means to do so. **☐** Medium Level of Risk Information suggests medium risk potential. The student is in distress. There is suicidal thinking but the student does not seem intent on harming herself/himself. The problem situation can be resolved and the student appears able to use some coping skills. The student's suicidal thinking is concerning but they are not expressing a clear intent to harm herself/himself. The student is open and responsive to support, or already has sufficient support. ☐ High Level of Risk- PARENT MUST COME IN Information suggests high risk potential. The student is in significant distress. There is clear suicidal thinking and warning signs are present. The student's coping skills and social supports are limited or compromised. There may be a situation that is difficult to resolve. The student appears to be in imminent danger of inflicting self-harm or committing suicide. There is a need for immediate intervention and possibly hospitalization. **Step 8: Provide Intervention and Support** Take action to provide for the student's safety and address current concerns. Review the **Emergency Conference Notice** (pg. 6) and provide parent/guardian with copy. In all cases you <u>must</u> provide referrals (listed on the Emergency Conference Notice) for supportive services to parents. Possible Interventions for Low to Medium Risk **Possible Interventions for High Risk Situations** Request parent come to school to sign the **Emergency** Develop a **Suicide Prevention Plan** (pg. 5) for Conference Notice (pg. 6) - required. Request parent take student for immediate the student at school that may include a Student Safety Agreement (pg.7). intervention with a health care provider. If parent unavailable or unresponsive, administrator Send student back to class, if safe, or make will become involved. See pg. 9 for phone numbers. arrangements to go home with supervision from Options include: parent/guardian **OCS** Alert staff on a need-to-know basis Police officers/troopers Call 911 if indicated. Step 9: Develop a Suicide Prevention Plan for the Student at School Develop this **Suicide Prevention Plan** (pg. 5) in partnership with student, and parent(s) or guardian(s). **Step 10: Final Steps**

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☐ Keep copies of remaining pages and treat as personal and confidential notes for as long as student is enrolled in

☐ Review **Suicide Prevention Plan** with staff as appropriate

building.

☐ Complete and submit the **Suicide Risk Incident Report** (pg. 8) to Natalie Bates

## SUICIDE PREVENTION PLAN

Develop this Suicide Prevention Plan in partnership with the student and parent(s) or guardian(s).

SCHO	OL Ch	eck any that apply and keep copies of a	dditional pages as needed				
	When a	ppropriate, Student Safety Agreement	(pg. 7) explained to student and signed by student (keep copy	y).			
	Required: Emergency Conference Notice (pg.6) reviewed for all levels of risk and signed by parent in cases of high risk (keep copy).						
	0	Referrals and resources must be provide	ded to parents or guardians.				
	0	Discuss safety and home supervision v	with parents or guardians (access to weapons, drugs, medication	ons).			
	0	<b>KPBSD Release of Information</b> (pg.	10) forms signed by parents or guardians (if needed).				
	Alert ac	lert administrator, all support staff, and alert teachers on a need-to-know basis.					
	Adults that the student can talk to for support (from <b>Student Safety Agreement</b> ):						
	Describ	e possible options for follow-up suppor	t: (choose any that apply)				
	0	Daily or Weekly (circle one) check-in	with :				
	0	Provide increased supervision in these	settings:				
	0	Modify daily schedule by:					
	0	Behavior plan (attach a copy).					
	0	Identify precipitating/aggravating circ	umstances, and intervene to alleviate tension. Describe:				
	0	Drug and/or alcohol intervention with	(name and extension):				
	0	Referral to I-team to consider possible	Special Education assessment.				
	0	If Special Education or 504 student, re	eview goals and placement options.				
	0	Contact with student's counselor, thera	apist, or notification to person at a new school. Get Release o	f			
		Information signed as appropriate.					
	0	Other action:					
PARE	NTS o	r GUARDIANS					
•	Parents	will provide the following supervision	and/or intervention:				
•	Parents	will call with follow up information by	:				
•		-	ation with:				
Admini	strator	Date	School Psychologist, School Counselor, Nurse	Date			
Parent/ <b>G</b>	Guardian	Date	Other	Date			

### **EMERGENCY CONFERENCE NOTICE**

## Kenai Peninsula Borough School District

Parent has been informed that their student has been expressing suicidal thoughts. The following suggestions are offered to assist in keeping the student safe:

- Parent/Guardian and school create a Suicide Prevention Plan for student to be used at school.
- Contact professionals that can assist parents/student. Possible resources include:
  - Resources specific to your area:
     Northstar Behavioral Health (Anchorage; phone consult available): 1-800-478-7575
  - o National Crisis Line: 1-800-784-2433 (1-800-SUICIDE)
- Parent may share with the school the names of other professionals currently helping student.

Sign a *KPBSD Release of Information* form so that school staff and other professionals may share information to benefit student.

- If at high risk, provide supervision for student at all times and safety proof your home.
  - O Do not allow student to be left alone at this time.
  - o Do not allow student access to weapons, drugs or medications.
  - o Parent is advised to immediately take student to a hospital to be evaluated.
  - o If uncomfortable transporting student, contact local police for assistance.
- In case of emergency:
  - 1. Call 911.
  - 2. Take student to a hospital emergency room.

Student Signature:		
Parent/Guardian Signature(rec	quired for high risk)	Date
OR (check if applicable)	parent notified by phone (low or medium risk only)	parent refused to sign
School Staff Signature		Date
Student Name:		

Provide a copy of this form to parents in all cases.

## STUDENT SAFETY AGREEMENT

## Kenai Peninsula Borough School District

I have expressed thoughts about hurti	ing myself. School staff members are concerned and want to
support me. I understand that I have	a part in keeping myself safe, and I am making this agreement to
stay safe. I,	, agree that I will not try to hurt
myself. If I think about hurting myse	elf, I will help myself in the following ways:
• Get help from an adult imm	ediately:
At school, I will talk to:	1
	2
	3
Outside school, I will talk to:	1
	2
	3
Call 911 or:	
✓ Local crisis line:	
✓ National Crisis Line: 1	1-800-784-2433 (1-800-SUICIDE)
· Oulei	
<ul> <li>Not take any alcohol or drug</li> </ul>	gs
• I could also do this:	
Student Signature	School Staff Signature
	č
Date	

## SUICIDE RISK INCIDENT REPORT

A fillable form is also available on the District Website

**Send to District Office: Attention: Natalie Bates** 

Administrative Secretary for Assistant Superintendent

DOD	School:			
	_ Student ID:			
Parent/Guardian Names: _		Phon	ne:	Date:
	DIGIT A GGE			
	RISK ASSE	SSMENT – Please	e circle one	
	LOW	MED	HIGH	
DESCRIPTION OF I	NCIDENT:			
EMERGENCY ACTI	ONS TAKEN: (Identify	parent notification m	nethod and response)	
FOLLOW UP PLAN:	:			
FOLLOW UP PLAN:	:			
FOLLOW UP PLAN:	:			
FOLLOW UP PLAN:	:			
FOLLOW UP PLAN:	:			
FOLLOW UP PLAN:				
FOLLOW UP PLAN:				

## **EMERGENCY RESOURCES**

Northstar Behavioral Health (Anchorage; phone consult available): 1-800-478-7575

National Crisis Line: (1-800-SUICIDE) 1-800-784-2433

National Suicide Prevention Lifeline: (1-800-273-TALK) 1-800-273-8255

Crisis Intervention Careline: 1-877-266-4357
or text '4help' to 839863 (Tuesday through Saturday 3 pm -11 pm)

Office of Children's Services (Regional Office): 1-855-352-8934

#### Online Resources for students and parents including Text/Chat Helplines

http://www.thetrevorproject.org/ http://jasonfoundation.com/

#### **Local Community Resources**

Local Community Resources			
Homer, Razdolna, Kachemak-Selo, Voznesenka, Nanwalek, Nikol	aevsk Port Graham Seldovia		
Anchor Point	devise, i oft Granam, Berdovia,		
Homer Police Department	235-3150		
The Center (Mental Health)	235-7701		
South Peninsula Hospital	235-8101		
Seldovia Police Department	234-7640		
Port Graham VPSO	284-2292		
State Troopers – Anchor Point	235-8239		
Other	200 0207		
Kenai, Soldotna, Nikiski, Kasilof, Ninilchik, Sterling, Cooper Land	ding, Tyonek		
Kenai Police Department	283-7879		
Soldotna Police Department	262-4455		
State Troopers – Soldotna	262-4453		
State Troopers – Ninilchik	567-3660		
Peninsula Community Health Services (PCHS)	262-3119		
PCHS 24/7 Crisis Line	283-7511		
Central Peninsula Hospital Emergency Department	714-4444		
Dena'ina Wellness Center	335-7500		
Tyonek – Indian Creek Health Department	583-2203		
Other			
Seward, Moose Pass, Hope			
Seward Police Department	224-3338		
Providence Seward Medical and Care Center	224-5205		
SeaView (Mental Health)	224-5257		
SeaView (Mental Health) 24/7 Crisis Line	224-3027		

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Other

## **Release of Information**

## Kenai Peninsula Borough School District Authorization for Release of Confidential Information

Student Name:	Date:
Birthdate:	
	hereby request and authorize the following information be:
Parent/Guardian Name	nereby request and authorize the ronowing information be:
	CHANGED BETWEEN THE FOLLOWING PERSONS/AGENCIES: is release are checked, it is considered an invalid release. ****
FROM: Agency/Person Name: Address: City, State Zip:	
	be revoked by me/us (in writing) at any time, except to the extent that the isclosure of information beyond the scope of this authorization is rization.
Records Requested  Transcripts Cumulative health card/pertinen Psychological and counseling re Records or information Special education records (IEP, social services information Police records State approved testing modificat Other:	ports OT, PT, speech, Eligibility)
	ed will be treated in a confidential manner and will not be transmitted to a counderstand that it is my right to request a copy of all information and t.
The release of information will expire w on (Date)	ithout expressed revocation one year from today or
Parent/Guardian Name	Date
Street Address	City, State, Zip
Send Information to:	

#### APPENDIX A – OPTION 1

Optional questions for Student Interview
For those wanting more specific, in depth questions, the following can be used.

#### **Student Interview Model: Suicide Risk Screening**

#### **Engagement:**

- It seems things haven't been going so well for you lately. Your parents and/or teachers have said \_\_\_\_\_. Most teens/ children would find that upsetting.
- Have you felt upset, maybe had some sad or angry feelings you have trouble talking about? Maybe I could help you talk about these feelings and thoughts?
- Do you feel like things can get better, or are you worried (afraid, concerned) things will just stay the same or get worse?
- Are you feeling unhappy most of the time?

#### **Identification:**

- Other teenagers/children I've talked to have said that when they feel that sad and/or angry, they thought for a while that things would be better if they were dead. Have you ever thought that? What were your thoughts?
- Is the feeling of unhappiness so strong that sometimes you wish you were dead?
- Do you sometimes feel that you want to take your own life?
- How often have you had these thoughts? How long do they stay with you?

#### **Inquiry:**

- What has made you feel so awful?
- What problems or situations have led you to think this way?
- Tell me more about what has led you to see killing yourself as a solution.
- What do you think it would feel like to be dead?
- How do you think your father and mother feel? What do you think would happen with them if you were dead?

#### **Assessment:**

#### Current Suicide Plan

- Have you thought about how you might make yourself die?
- Do you have a plan?
- On a scale of 1 to 10, how likely is it that you will kill yourself? When are you planning to or when do you think you will do this?
- Do you have the means with you now, at school, or at home?
- Where are you planning to kill yourself?
- Have you written a note?
- Have you put things in order?

#### **Prior Behavior:**

- Has anyone that you know of killed or attempted to kill themselves? Do you know why?
- Have you ever threatened to kill yourself before? When? What stopped you?
- Have you ever tried to kill yourself before? How did you attempt to do so?

#### **Resources:**

- Is there anyone or anything that would stop you?
- Is there someone whom you can talk to about these feelings?
- Have you or can you talk to your family or friends about suicide?

#### APPENDIX A – OPTION 2

Optional questions for Student Interview
For those wanting more specific, in depth questions, the following can be used.

NOTE: Lethality = Thoughts + Intentions + Plan + Means

#### 1. Suggested Interview With Student Threatening Suicide:

- a. It seems things have not been going so well for you lately. Tell me about it.
- b. Have you felt upset, maybe had some sad or angry feelings you have trouble talking about?
- c. Maybe I could help you talk about these thoughts and feelings?
- d. What are your thoughts about school?
- e. What are your thoughts about friends?
- f. What are your thoughts about family?
- g. Do you believe things can get better or are you worried things will just stay the same or get worse?

With young or withdrawn students, you may use drawings or other visual material.

#### 2. Thoughts, ideas, or intentions about suicide:

- a. Do you ever wish you were dead? Do you think about killing yourself? How often? How intense are your thoughts? Do you plan to do it or do you only think about it?
- b. Are you thinking about suicide a lot lately?
- c. If you killed yourself, what do you think will happen? To your family? What about to you? What do you think happens after death?
- d. Are you the kind of person who acts quickly? Impulsively? Or, do you make plans?
- e. What would have to happen to make you go ahead and kill yourself? Is that likely? When would that happen?

#### 3. Plans and means to commit suicide:

- a. Do you have an idea about how you would do it, if you kill yourself? (if the person says yes, ask more questions). What would you do? When would you do it?
- b. Ask the person if the means are available to them. For example, do you have a gun, or pills, or a car? Do you have a way of getting a gun or pills or razor blades?
- c. Do you think that a gun or pills or hanging would kill you?
- d. Sometimes, when people think about dying, they make plans for their belongings or make a will. Have you done any of those things?
- e. What do you think about death? Does it seem like a safe, comforting thing? Does death seem bad or scary?
- f. What does your religion believe about suicide? Do you agree?

#### 4. Personal factors and history:

Some people have personalities and life histories that make them more likely to kill themselves. To find out if someone has such a history, ask questions such as:

- a. Have you recently lost anyone or anything important to you? You may already know that the person lost a family member or possession. If not, be sure to inquire.
- b. Have you felt like a failure lately? Has anything happened that hurt your pride?
- c. Are you the kind of person who has to do everything right? When you don't do everything right, do you feel very bad about yourself? How are things going for you now?
- d. Have you known anyone who killed himself or herself? Anyone who tried to? What do you think about his or her death?
- e. Have you ever tried to kill yourself? Have you ever pretended to? Held a gun to your head or put a rope around your neck or thought about driving your car off the road into a tree?
- f. Before you came to this school, did you ever see a doctor or go to the hospital because you were very sad? Heard or saw things others did not hear or see? Sometimes had too much energy? Did you ever feel like that sad or too energetic, or hearing or seeing things without seeing a doctor?
- g. Do you ever hear voices that tell you to do things? Do they ever tell you to hurt yourself? Kill yourself?
- h. Has anyone in your family had those problems or seen a doctor for them?
- i. When people drink they often do things they wouldn't otherwise do. (Find out how much the person drinks or uses drugs.) When you feel very upset or sad what do you do to feel better? Sometimes, when people are very sad or nervous, they drink or use drugs to feel better. Do you ever do that? How often? Do you ever drink so much you can't remember what you did when you got high/drunk?
- j. Are you the kind of person who makes friends easily?

#### 5. Feeling depressed and hopeless:

- a. Do you ever feel that you have no reason to live?
- b. Do you believe things will get better for you?
- c. Do you feel you can take care of things? Make things better?
- d. Do you think things will be better in the future?
- e. What do you think your life will be like a year from now? Five years from now?
- f. Do you feel good about yourself today?

#### REFERENCES

Dallas Independent School District Suicide Risk Assessment Worksheet - Probability of Attempt

KPBSD Suicide Assessment and Intervention Manual, August 2012

KPBSD Suicide Intervention Materials, 2000

MODEL SCHOOL DISTRICT POLICY ON SUICIDE PREVENTION: Model Language, Commentary, and Resources, a collaborative effort of The American Foundation for Suicide Prevention (AFSP), The American School Counselor Association (ASCA), The National Association of School Psychologists (NASP) and The Trevor Project

PREVENTING SUICIDE: A Toolkit for High Schools, U.S. Department of Health and Human Services Substance Abuse and Mental Health Services Administration Center for Mental Health Services

SUICIDE RISK ASSESSMENT, Last revision February 19, 2009 through the Department of Social Work and Psychological Services, Denver Public Schools