



COMMONWEALTH UNIVERSITY OF PENNSYLVANIA

Behavioral Intervention Team (CARE Team) Policy

Policy Number [X-XX]

Commonwealth University of Pennsylvania

Approved by University Senate, [Date of Approval]

Revised October 2024

Responsible Office: [Insert Division or Office]

1. Purpose

The purpose of this policy is to establish a CARE Team at the Commonwealth University of Pennsylvania and authorizes the team's mission, membership, and scope and develops processes related to behavioral, threat, and/or risk assessments on students.

2. Scope

Our university has established the CARE Team to assist in addressing situations in which students are displaying behaviors that are concerning, disruptive, or threatening in nature and that potentially impede their own or others' ability to function successfully or safely. These policies and procedures are designed to help identify persons whose behavior potentially endangers their own or others' health and safety, or is disruptive to the educational or administrative processes of the university.

3. Definitions, Roles and Responsibilities

3.1. Definitions

- 3.1.1. **CARE Team:** exists to provide a coordinated response to students who may be experiencing concerns across a wide range and/or spectrum of risk. The team focuses on matters impacting students including but not limited to: early intervention needs, behavior indicating life stress or emotional health concerns, medical concerns, resource insecurities, emergency situations, or other issues of trauma or personal challenge.
- 3.1.2. **Threat assessment:** matters impacting students including but not limited to: early intervention needs, behavior indicating life stress or emotional health concerns, medical



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concerns, resource insecurities, emergency situations, or other issues of trauma or personal challenge.

3.2. **Roles and Responsibilities**

3.2.1. Team Membership:

3.2.2. The CARE Team consists of university personnel with expertise in student support, law enforcement, university operations, medical and mental health, and student affairs. Membership is based on the position and not the individual. The members selected here have regular contact with campus community members in some manner, which will aid in the assessment of students of concern (SOCs), and/or the authority to take the appropriate action, as needed. A collaborative process to assess concerning behavior will be used. Depending on the situation, additional personnel with specific areas of specialization or responsibility may be called upon to assist the team. The team may also consult other individuals as needed, such as a faculty member who has a concern about a student, a roommate, family member, local law enforcement, and/or staff.

- Senior Associate Dean of Students for Students Support, Leadership, and Retention Initiatives, Chair
- Dean of Students
- Associate Dean of Students – Mansfield
- Associate Dean of Students - Lock Haven
- Director(s) of Residence Life – Bloomsburg, Lock Haven & Mansfield
- Executive Director of Counseling Services
- Chief Accessibility Officer
- Executive Director of Residence Life
- Executive Director of Student Conduct and Title IX
- Director of Commonwealth University of Pennsylvania Police
- Student Success Specialist Representatives
- BU Health Center Director & CUP Campus Health Liaison
- Executive Director of Act 101
- Executive Director of Financial Aid
- Director(s) of TRIO Student Support Services
- Associate Vice President for Enrollment Management and Student Affairs – Campus Life
- Director(s) of Athletics

4. **Policy**



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The CARE Team reviews all available information regarding the student of concern in a proactive manner to ensure the response provided is coordinated, safety-minded, and student-centered. Steps taken will include thoughtful use of resources, advocacy, and engagement with assistance from multiple departments to provide students with appropriate intervention and assistance. In partnership with the campus community, the team strives to promote holistic wellness and student success while prioritizing safety of each individual and the community as a whole.

The CARE Team will hold regular meetings throughout the year, including weekly meetings during fall and spring semesters and as needed over the winter and summer periods.

Referrals to the CARE Team can be made using the [Student of Concern Report Form](#) or by calling the Office of the Dean of Students at 570-389-4734.

The CARE team will conduct Risk Assessments using the NABITA risk rubric and protocols recommended by NABITA Industry Standards for Behavioral Intervention Teams.

The CARE team is authorized to share student case information with University Offices as needed in order to manage the case and provide positive student outcomes.

The CARE team is not a replacement for emergency response, health services or mental health care.

5. Procedures, Standards, and Guidelines

5.1 The CARE Team will follow the National Association for Behavioral Intervention and Threat Assessment's Industry Standards for Behavioral Intervention Teams.



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- 5.1.1 These standards are behind a paywall on the website. If interested in obtaining the standards, please reach out to the Dean of Students Office at 570-389-4734

6 Compliance and Enforcement

- 6.1 Every University policy will undergo a regular review on a five-year cycle, with approximately 20% of the total policies inventory being reviewed each year.
- 6.2 All policy reviews will be conducted by the responsible Senate Committee to assure that the policy remains relevant and aligns with applicable federal and state laws and regulations, PASSHE Board of Governors policies, and other University policies, procedures, standards, or guidelines.

7. Additional Information

6.3 Supporting Documents

- 6.3.1 Report a student of concern:
https://cm.maxient.com/reportingform.php?BloomsburgUniv&layout_id=3
- 6.3.2 Student Handbook: <https://www.commonwealthu.edu/student-handbook>
- 6.3.3 Student Complaints and Concerns: <https://www.commonwealthu.edu/about/consumer-information/student-complaints-and-concerns>
- 6.3.4 National Association for Behavioral Intervention and Threat Assessment's (NABITA) Industry Standards for Behavioral Intervention Teams
- 6.3.5 NABITA Risk Rubric: <https://library.nabita.org/library/nabita-library/28810Risk%20Rubric%20Tri-fold%20updated.pdf?Expires=1730143147&Signature=H2Zd~Qfjv8L-6l0MY81kl~ae6ZhTaThQtJuPQsg5AI-Vr87ZpKk-ON3E4gXFRk0c5TFCQnsvn5FuPwpCeolcaHB-SmEJ2WG3rI7jwXryYo-DC2uYoSRfoosSsOvjHOZn2aiKGs2cdvNxOI0vV7o2KAFye8AKn41untFOdYrzPyzyuIC8NUR5SI7lv-GGKUqBMx606jPZyC28itOHL0D197kyIDQEIebeoiaJaiIRvFzIbAiwztzS1c3PwaY6d520~dRU1vAbwkdV34gfvAjGji3D~AGOMWqO1LKCrmuCdu0NBob0B84qY37oVysVVxDat2nx~KGwUk8UelDn6EVA5iw &Key-Pair-Id=APKAJX5BPO7EFIM6Z7SQ>

6.4 History

- 6.4.1 New policy established in October 2024



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6.4.2 Effective Date – [Date Approved by the University Senate or Issued by the Office of the President as an Interim Policy]

6.4.3 Revised – October 2024

6.4.4 Next Review Date - [Date of Revision]

6.5 **Related Policies - Code of Conduct**

6.6 **Contacts for Additional Information and Reporting**

Dean of Students Office, Commonwealth University, 570.389.4734

Policy Template