

Steps of Services to Students

Step 1: Referral

- A student with mental health care need is identified.
- Possible reasons for referral include:
 - Decline in academic performance, multiple disciplinary referrals, truancy, recurrent non-compliance with school staff, frequent or intense mood changes, depression, self-harm or suicidal ideation, anxiety, attention problems, anger/violence, eating disturbance, trauma, low self-esteem, bullying
- The school counselor contacts the student's parent/guardian to explain the need for a referral to the CATR: Supported by TCHAT Program and to obtain a signed authorization form.
- The school counselor completes the referral form via web link, Adobe Sign, or by calling the Clinical Supervisor to provide the referral information.
- The school counselor obtains two Teacher SNAP-IV Questionnaires (one from a morning core teacher of the student and one from an afternoon core teacher), school grade/attendance/behavior records, school accommodation paperwork (e.g., 504 plan, IEP), and relevant custody paperwork.

Step 2: Assessment

- The clinician assigned to the referral will contact the student's parent/guardian to schedule an initial assessment held virtually in a HIPAA compliant location.
 - Appointment will be communicated to the school counselor.
 - Parent/guardian must be present during this visit.
- The parent/guardian electronically signs all required consent forms.
- A clinician completes the evaluation interview with the student and parent/guardian.
- The student and parent/guardian complete additional assessment measures.

Step 3: Triage

- The clinical team meets to discuss the results from the assessment visit and develops recommendations.
- Recommendations are presented to the student's parent/guardian.

Step 4: Follow-Up Care

- If intervention is needed, student may receive 4 sessions with CATR: Supported by TCHAT providers (counseling/psychology/psychiatry) via telemedicine.
- If additional services are needed after the 4 sessions, referrals and connection to services will be facilitated (e.g., PCP, community therapist, Local Mental Health Authority, etc.).

<https://www.ttuhsu.edu/catr/default.aspx>



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