

Institute for Family Health Suicide Prevention Training Policy

The Institute for Family Health makes it a policy to provide all staff in their Psychosocial Services Department with training on suicide prevention. This document provides examples of IFH’s regularly-offered trainings and the trainings required for each institutional role.



SUBJECT: Suicide Prevention Training-Psychosocial Services Department		Department: Administration Psychosocial Services
Date: 9/15/2016 Pages: 3	Prepared by: Sarah A. Bernes, MPH, LMSW, Director of Suicide Prevention	Approved by: Virna Little, PsyD, LCSW-R, SAP Senior VP of Psychosocial Services

Policy:

It is the policy of the Institute for Family Health to provide all staff in the Psychosocial Services Department with training on suicide and suicide prevention. The purpose of this policy is to establish uniform standards within the department for training related to suicide prevention.

Table 1 provides information on the trainings offered by the Institute for Family Health and how to access them. Table 2 provides training expectations by job title. Staff for whom a job title is not listed in table 2 should identify the job title closest in function to their own and take the training required of that job title. Students, interns, and trainees are required to take the training level corresponding to the job title in which they are functioning.

Staff are required to take online trainings within 30 days of hire and are expected to attend the next available offering of in-person trainings. Certificates of completion for existing and new staff should be emailed to [Internal Email].

Table 1- Regularly Offered Trainings

Training	Length	Link
Assessment of Suicidal Risk Using C-SSRS	45 minutes/online	[Internal Link]
Safety Planning Intervention for Suicide Prevention	45 minutes/online	[Internal Link]
Counseling on Access to Lethal Means (CALM)	2 hours/online	[Internal Link]
Assessing and Managing Suicide Risk (AMSR)	1 day/in-person	N/A
Structured Follow-up and Monitoring	45 minutes/online	[Internal Link]
SafeTALK	3 hours/in-person	N/A
Suicide Care at the Institute for Family Health	4 hours/in-person	N/A

Table 2- Required Trainings by Job Title



SUBJECT: Suicide Prevention Training-Psychosocial Services Department		Department: Administration Psychosocial Services
Date: 9/15/2016 Pages: 3	Prepared by: Sarah A. Bernes, MPH, LMSW, Director of Suicide Prevention	Approved by: Virna Little, PsyD, LCSW-R, SAP Senior VP of Psychosocial Services

Policy:

It is the policy of the Institute for Family Health to provide all staff in the Psychosocial Services Department with training on suicide and suicide prevention. The purpose of this policy is to establish uniform standards within the department for training related to suicide prevention.

Table 1 provides information on the trainings offered by the Institute for Family Health and how to access them. Table 2 provides training expectations by job title. Staff for whom a job title is not listed in table 2 should identify the job title closest in function to their own and take the training required of that job title. Students, interns, and trainees are required to take the training level corresponding to the job title in which they are functioning.

Staff are required to take online trainings within 30 days of hire and are expected to attend the next available offering of in-person trainings. Certificates of completion for existing and new staff should be emailed to [Internal Email].

Table 1- Regularly Offered Trainings

Training	Length	Link
Assessment of Suicidal Risk Using C-SSRS	45 minutes/online	[Internal Link]
Safety Planning Intervention for Suicide Prevention	45 minutes/online	[Internal Link]
Counseling on Access to Lethal Means (CALM)	2 hours/online	[Internal Link]
Assessing and Managing Suicide Risk (AMSR)	1 day/in-person	N/A
Structured Follow-up and Monitoring	45 minutes/online	[Internal Link]
SafeTALK	3 hours/in-person	N/A
Suicide Care at the Institute for Family Health	4 hours/in-person	N/A

Table 2- Required Trainings by Job Title

Job Title	Required Suicide Prevention Trainings
ASSOCIATE DIRECTOR ASSOCIATE DIRECTOR OF PSYCHIATRY ASSOCIATE REGIONAL DIRECTOR ASSISTANT VP PSYCHOSOCIAL SERVICES BEHAVIORAL HEALTH FACULTY CARE MANAGEMENT COORDINATOR CARE MANAGER COMPASS NURSE CARE MANAGER C-PACT SOCIAL WORKER DEPRESSION MENTAL HEALTH CLINICIAN DIRECTOR CLINICALQUALITY + COMPLIANCE DIRECTOR OF TECHNOLOGY IMPLEMENTATION DIRECTOR OF PSYCHIATRY DIRECTOR OF SUICIDE PREVENTION GROUP MENTAL HEALTH CLINICIAN MENTAL HEALTH CLINICAN NURSE CARE MANAGER PROGRAM DIRECTOR DIRECTOR OF FAMILY PROGRAMS PSYCHIATRIC PROVIDER REGIONAL DIRECTOR RETENTION+ADHERENCE SPECIALIST- MASTERS RN CARE COORDINATOR RN COORDINATOR SOCIAL WORKER SUBSTANCE ABUSE DIRECTOR SVP - PSYCHOSOCIAL SERVICES	<ul style="list-style-type: none"> • Assessment of Suicidal Risk Using C-SSRS • Safety Planning Intervention for Suicide Prevention • Counseling on Access to Lethal Means • Assessing and Managing Suicide Risk • Structured Follow-up and Monitoring • Suicide Care at the Institute for Family Health
Job Title	Required Suicide Prevention Trainings
CARE COORDINATOR CARE NAVIGATOR CASE MANAGEMENT COORDINATOR CASE MANAGER COMMUNITY HEALTH WORKER FAMILY ASSESSMENT WORKER FAMILY SUPPORT WORKER MEDICAL ASSISTANT MEDICAL OFFICE ASSISTANT OUTREACH AND ASSESSMENT COORDINATOR PATIENT NAVIGATOR PEER EDUCATOR RETENTION+ADHERENCE SPECIALIST-BACHELORS SITE COORDINATOR SR FAMILY SUPPORT WORKER SUPERVISOR - FAMILY SUPPORT TRANSITIONS FACILITATOR	<ul style="list-style-type: none"> • Safety Planning Intervention for Suicide Prevention • Counseling on Access to Lethal Means • Structured Follow-up and Monitoring • safeTALK
Job Title	Required Suicide Prevention Trainings
ADMINSTRATIVE COORDINATOR ASST PROGRAM DIRECTOR, COLLABORATIVE CARE	<ul style="list-style-type: none"> • safeTALK

<p>DIRECTOR, PROCESS IMPROVEMENT+ANALYTICS HEALTH EDUCATION AND ACCESS COORDINATOR LEAD PATIENT SERVICES REP BILLING+ REFERRAL COORDINATOR MENTAL HEALTH BILLING DIRECTOR NUTRITIONIST OUTREACH WORKER PATIENT SERVICE REPRESENTATIVE PRACTICE ADMINISTRATOR PROGRAM ASSISTANT SPECIAL PROJECTS COORDINATOR</p>	
---	--