

CAMPUS ASSESSMENT RESPONSE AND EDUCATION TEAM (CARE)

STEP	DESCRIPTION OF PROCESS
1. REPORT	<ul style="list-style-type: none"> · Submit concerns using the CARE Form at reportit.okcu.edu · In urgent or complex situations, contact a CARE team member directly (kindly submit the form at your earliest convenience, it is the best way to keep track of a case)
2. OUTREACH	<ul style="list-style-type: none"> · CARE leadership reviews the report and assigns the most appropriate team member. · That staff member connects with the student and provides needed support or resources.
3. UPDATE	<ul style="list-style-type: none"> · Student information and case details are updated regularly. · All updates are handled with strict attention to privacy.
4. CONNECT	<ul style="list-style-type: none"> · A CARE team member meets one-on-one with the student to build trust and allow open conversation. · Many times, initial concerns reveal deeper needs. · A personalized plan and timeline are developed collaboratively.
5. REFER	<ul style="list-style-type: none"> · Students may be referred to campus or community resources (e.g., Counseling, Financial Aid, external programs). · Due to privacy laws, updates are not typically shared with the original reporter unless the student provides their consent, or if it is information that is critical to solving the issue
6. FOLLOW-UP	<ul style="list-style-type: none"> · Most students need just one or two meetings; others may require ongoing support. · CARE follows up with the student every time a concern is submitted, and as needed.
7. WRAP-UP	<ul style="list-style-type: none"> · A final check-in may be scheduled to ensure closure, based on the students' preferences. · All documentation is stored securely and reviewed only if the student is referred again.

Notes on CARE and Counseling:

- All cases look different, and the process is tailored to specific students' needs.
- Referring a student to the CARE team does not result in a mandatory or immediate referral to University Counseling, though it may be recommended.
- CARE team members are aware of what resources or assistance students may need and provide an initial "plan for success." This can include connecting students to a counselor if the student chooses.
- Students who want access to University Counseling must connect directly with them due to HIPPA laws.

Term	Description
CARE TEAM	A group of OCU staff who identify, assess, and monitor students showing concerning behavior, and provide timely interventions to support student well-being and campus safety
CONCERN OR CARE REPORT	An online form submitted by anyone in the OCU community to report a student whose behavior seems unusual or concerning
INTERVENTION	Actions taken by CARE to support student success and address health, wellness, social, or financial needs
CARE LEADERSHIP	Dean of Student's Office
WELLNESS CHECK	A personalized check-in, which may range from a casual visit to a safety assessment.
	Can be conducted by CARE staff or OCUPD, In rare cases, may lead to medical transport for safety

**CARE is primarily an educational and crisis intervention-process,
not an emergency* response team.**

Intervention Level	Description
ASSISTANCE NAVIGATING OCU	Students in need of tailored help navigating the complexities of college life, offices, and responsibilities.
CHECKING-IN	Students whose behavior becomes unusual due to life changes or college demands who need additional support.
CONCERN	Students whose behavior or statements becomes worrisome and, unless they receive intervention, their situation could worsen.
URGENT	Students who speak about self-harm or about hurting others – especially if they voice a plan

***FOR EMERGENCIES, PLEASE CONTACT OCUPD AT
405-208-5911**