

Assessment and Treatment Care Plan Policy

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A. PURPOSE

The College recognizes that some students may have emotional or medical issues causing academic or behavioural difficulties during the course of their studies, and is committed to assisting students in receiving support and other accommodations. The purpose of this policy is to ensure that, where a student presents significant health concerns that indicate potential risk of harm to self and/or others, or is a disruption to the teaching and learning environment or College community, that appropriate assessment and treatment care plans are established on a case-by-case basis to recognize and support individual needs, and to ensure that the safety of the individual and the College community is addressed.

B. SCOPE

This policy applies to Students (as defined below).

This policy applies if

- It is determined through a risk/behaviour assessment that disruptive behaviour to the working and learning environment has occurred and medical or mental health concerns may be a causal or contributing factor.

This policy does not apply to allegations of behaviours contained in the following College policies:

- Human Rights
- Accommodation Policy for Employees
- Sexual Violence and Misconduct Prevention and Response
- Standards of Students Conduct
- Violence Prevention Involving College Employees
- Violence Prevention Involving Students/Users

C. DEFINITIONS

1. **Behaviour Intervention Team (BIT):** A multi-disciplinary team established by the College to assist in connecting Students to campus and community resources. The purpose of the BIT is to provide proactive, preventative assessments and offers of support when Students are demonstrating concerning behaviours or showing signs of distress.
2. **College Community:** All College employees, Students, Board members, and any other person who is contractually obligated to comply with this policy.
3. **College Environment:** All Douglas College premises and any off-campus sites utilized by Douglas College for the purposes of instruction, practicums, co-op or work experience placements, and/or other environments in which activities sanctioned by Douglas College take place.
4. **Complainant:** A person who files a Complaint. In some instances, the College may act as a Complainant where no individual comes forward with a complaint, but the College becomes aware of alleged Disruptive/Inappropriate conduct that, if true, would violate this policy, or where an investigation is required by law.
5. **Concern:** An informal report of allegations of Disruptive/Inappropriate conduct.
6. **Disruptive/Inappropriate Conduct:** behaviours of concern that include but are not limited to the following:
 - a. Behaviours that create significant disruption to the learning environment or impede the instructional process or the delivery of College services;
 - b. Behaviours that create an atmosphere of hostility, intimidation, ridicule, anxiety or disrespect for others;
 - c. Behaviours that contradict published rules, regulations, procedures or common standards of safety. These include regulations/protocols for specific locations within Douglas College such as laboratories, the library, and the gymnasium, and facilities used in partnership with other parties (e.g., Pinetree Community Centre, practicum work sites, etc.);
 - d. Behaviours of a non-violent nature that endanger or threaten to endanger the health or safety of one or more members of the College Community, including the Student themselves, or that subject any member of the College Community to physical, mental, written or verbal abuse, or to potential injury; and
 - e. Behaviours that damage, deface or destroy College property.

7. **Manager:** An Administrator designated as a supervisor of other employees.
8. **Responsible Administrator:** An executive of the College, or an administrator responsible for the operations of a Department, Faculty, or service area, (e.g., Dean, Director, Chief Information Officer, Registrar), and who may
 - a. decide whether the policy has been violated;
 - b. make recommendations or decisions regarding remedies or discipline;
 - c. assume the role of Complainant to initiate an investigation; and
 - d. initiate interim measures.
9. **Student:** Any individual enrolled in Douglas College educational offerings (credit or non-credit).
10. **Threat Assessment Team (TAT):** The multi-disciplinary team established by the College to assist in creating and maintaining a working and learning environment where members of the College Community feel safe and secure. The purpose of the TAT is to assess, investigate and determine an appropriate level of response to reports of behaviours of potential concern and/or threats with the potential to result in harm to one or more members of the College Community.
11. **Treatment Care Plan (TCP):** A plan developed by the Manager, Student Support and Conduct, in consultation with members of the BIT and the respondent Student, with the goal of proactively addressing concerning and/or disruptive behaviour and formulating appropriate support. The plan may: identify College and Community supports available to assist the respondent Student; highlight expected behaviours and actions; restrict communication or contact with identified College Community Members and identify an appropriate College contact for the Student; mandate compliance with aspects of treatment as recommended by external medical/mental health practitioners and define expectations regarding the monitoring of progress and compliance with the TCP. Each TCP will be individualized based on the unique needs of each respondent Student.

D. POLICY STATEMENTS

1. A risk assessment will be conducted by the BIT when a student is identified at risk of harm to self.
2. A risk assessment will be conducted by the TAT when a student is identified at risk of harm to others.
3. A behavioural assessment will be conducted by the BIT when a student is identified as a disruption to the teaching/learning environment or College community.
4. The BIT or TAT may require information from the student's treating professionals, or independent medical/mental health assessment(s), in order to facilitate the College's response to the student's need, including identifying any available accommodation.
5. During the assessment period the College may require the student to cease attendance at the College and College-related activities until sufficient information is available to assist in identifying and understanding the student's individual needs. The student will be entitled to appropriate support during the assessment period, as determined by the College.

6. If it is determined through the risk assessment that the student is at moderate risk of harm to self/others, or through the behavioural assessment a moderate disruption to the teaching and learning environment or College community, a Treatment Care Plan will be completed and implemented.
7. If the treatment and proposed accommodation is beyond the scope of practice of the College's resources, the Treatment Care Plan may involve establishment of ongoing treatment from external medical/mental health practitioners, such as a medical doctor, psychiatrist and/or registered psychologist, mental health clinician or registered clinical counsellor depending on the needs of the student, as identified in the risk assessment or behavioural assessment. The Treatment Care Plan may be modified from time-to-time as warranted by the student's condition and in consultation with the student's treating professional(s). A Record of Treatment evidencing participation in treatment may be requested by the College to confirm ongoing care. Failure to comply with the Treatment Care Plan may result in the student being required to take a leave of absence from the College.
8. When a Treatment Care Plan is completed and implemented, the student will be asked to provide consent to the College to collect information from and/or disclose information to external medical/mental health practitioners pertaining to the assessment and treatment care plan. The purpose of consent is to ensure continuation of care. Although such consent and disclosure is not mandatory, refusal to provide consent to the collection or disclosure of information may impede the College's ability to provide an accommodation that will allow the student to remain in their studies and in attendance at the College.
9. If it is determined through the risk assessment that the student is at severe risk of harm to self/others, or through the behavioural assessment that the student is a significant disruption to the teaching and learning environment or College community, the student may be required to take a leave of absence from their studies and attendance at the College until such time that the risk has been mitigated through treatment from external medical/mental health practitioners and the safety of the individual and of the College community is addressed. In such cases, the student's registration will be cancelled for the current semester. There will be no academic penalty and tuition credit or refund may be granted. As appropriate to the specific case, a student may be granted continuity of access to College supports until the student is successfully connected with Community supports. Any extension of access to College supports past the end of the semester in which the student was withdrawn will be at the discretion of the BIT, upon consideration of the student's circumstances. Any involuntary leave of absence enacted under this Policy is non-disciplinary, and does not constitute a suspension or expulsion from the College.
10. The student will be permitted to apply for re-admission by providing to the Director, Student Affairs and Services a Medical/Mental Health Re-Admission Assessment form which shall be reviewed, with a recommendation regarding re-admission provided to the Registrar. A decision on the student's readiness to return will be based on an evaluation by the College of the Re-Admission Assessment Form and any other relevant supporting documentation (e.g. medical information from external health providers etc.) and information. Students re-admitted to the College may be asked to establish a Treatment Care Plan as a condition of return.



11. Applications for reconsideration of decisions regarding readmission may be submitted to the Associate Vice President Academic & Student Affairs together with medical evidence not available at the time of the original decision.
12. Student personal information collected under this Policy will be stored and maintained in accordance with the College's obligations under the *Freedom of Information and Protection of Privacy Act*.

E. PROCEDURES

TBD

F. SUPPORTING FORMS, DOCUMENTS, WEBSITES, RELATED POLICIES

N/A

G. RELATED ACTS AND REGULATIONS

- COLLEGE AND INSTITUTE ACT, RSBC 1996 SECTION 37-2-4
- FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT, RSBC 1996 C.165