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**6/7/2022 This needs to be updated with changes and the formatting fixed**

The following is a list of positions for people within BETHEL UNIVERSITY who are responsible for enacting this plan:

- Safety & Security Office
- Life Coach Liason
- University Chaplain
- Associate Chaplain
- Contracted Counselor for College of Professional Studies Students
- Dean of Student Development
- Director of Human Resources
- University President
- Vice President for Strategic Initiatives
- Title IX and Prevention Services Coordinator
- Memphis Satellite Location Campus Manager
- Nashville Satellite Location Campus Manager
- Jackson Satellite Location Campus Manager
- Paris Satellite Location Campus Manager

College students are in a state of life transition and can be overwhelmed with new opportunities and new responsibilities. Lifestyle changes, such as sleep deprivation and substance abuse, can contribute to suicidal behavior.

- Suicide is the **second** leading cause of death for people between the age of 10-24.
- Approximately **1,100** college students die by suicide every year.
- 6% of college students report they have seriously considered suicide over the past year.
  - 90% of those students created a suicide plan
  - 14% actually attempted suicide
  - 60% continued to have thoughts of suicide. (<https://tspn.org/resources/tspn-brochures/>)

As such, and in adherence with T.C.A. § 49-7-172, BETHEL UNIVERSITY has developed a Suicide Prevention Plan and this associated protocol that engages in a variety of initiatives to improve crisis services.

## **PREVENTION**

### **Suicide or Mental Health Wellness Syllabus Statement:**

All faculty syllabus documents and/or program handbooks will prominently display the following statement:

“BETHEL UNIVERSITY is committed to and cares about all students. Support services are available for any person at BETHEL UNIVERSITY who is experiencing feelings of being overwhelmed, hopelessness, depression, thinking about dying by suicide, or is otherwise in need of assistance. For immediate help, contact:

- National Suicide Lifeline Number 988) or Text 741741.

Students and employees on the McKenzie or Paris campuses can also contact:

- Bethel's Safety and Security Office (731-415-7599)
- or the Mobile Crisis Number (1-800-353-9918).

Short term counseling and referrals are available on campus to students through:

- Bethel's Title IX and Prevention Services Department (731-352-4246)
- Bethel's Student Life Department (731) 352-4208

Students may be referred by these resources to other treatment programs for more intensive treatment. BETHEL UNIVERSITY's Human Resources Department (731-352-4272) also offers employees assistance through appropriate referrals. Emergency Services (911) should be contacted in the event of an emergency.”

### **Relationships:**

BETHEL UNIVERSITY will establish relationships with local Mental Health facilities for the purpose of providing annual suicide prevention, education and outreach, and programming.

BETHEL UNIVERSITY has a relationship in place with the following community agencies to provide the noted services (may include crisis referral services, prevention screenings, etc.):

- Carey Counseling Center, Inc. provides mobile crisis services, trainings, and trauma debriefings. Carey Counseling Center Mobile Crisis may be contacted at 1-800-353-9918. The Site Director for Carey's Huntingdon Office may be contacted at 731-986-4411 regarding trainings and debriefings.
- The Tennessee Suicide Prevention Network (TSPN) provides trainings and resources. TSPN's Rural Northwest Regional Director may be contacted at [eoswald@tspn.org](mailto:eoswald@tspn.org).

Information regarding such relationships at BETHEL UNIVERSITY is available from the Student Life Department (731-352-4208) and/or the Title IX and Prevention Services Department (731-352-4246). Those Departments will have a comprehensive list of partners and services available to members of the BETHEL UNIVERSITY community which may include crisis referral services, prevention screenings, training programs, etc. Any campus member interested in accessing the services/agencies and training noted above, or in need of more information about BETHEL UNIVERSITY's suicide prevention efforts, should contact the Life Coach Liaison or the Title IX and Prevention Services Coordinator.

### **Training:**

BETHEL UNIVERSITY will provide suicide prevention training to faculty and staff, as needed and as available. Incoming freshmen students will also receive suicide prevention training in their College Orientation Experience (COE) classes, as well as other student groups, as needed. Trainings may be conducted by third party providers via relationships with community-based organizations and/or the Tennessee Suicide Prevention Network or Carey Counseling Center.

### **Dissemination of Information:**

BETHEL UNIVERSITY will strive to promote these resources through the COE classes, Mental Health Resources Fair, flyers/posters around campus, and resources listed on the BETHEL UNIVERSITY website at

[bethelu.edu/current-students/counseling-services](http://bethelu.edu/current-students/counseling-services) as needed and available.

BETHEL UNIVERSITY will disseminate a link to the plan, each academic year, via appropriate and effective channels of communication to faculty, staff, and students and, specifically, email communication. The Dean of Student Development, along with the IT Department, will be responsible for disseminating the plan.

## **INTERVENTION**

BETHEL UNIVERSITY has intervention protocol in place with the understanding that some students, faculty, or staff will be thinking about suicide, but not be in imminent danger while other suicidal students, faculty, or staff may have made plans and/or have the means to complete suicide. Appropriate assistance for these students, faculty, or staff includes acknowledging their thoughts and providing counseling to help them learn coping skills, seeking hospitalization to keep them safe and provide mental health treatments, and/or treating them after they have attempted suicide to keep them alive. The counselor or other trained person can assess the individual thinking about suicide and determine a plan of care.

Information regarding such relationships at BETHEL UNIVERSITY is available from the Student Life Department. The Student Life Department will have a comprehensive list of partners and services available to members of the BETHEL UNIVERSITY community, which may include crisis referral services, prevention screenings, training programs, etc.

The safety and wellbeing of our students, faculty, and staff is of the utmost importance. In situations that require immediate action because of safety or other concerns, BETHEL UNIVERSITY will take any reasonable administrative action or accommodation protocols that are appropriate. Such interim actions may include but are not limited to adjustments to schedules, ADA accommodations, extensions on assignments/exams, medical withdrawals, incompletes, etc.

## **SUICIDE WARNING SIGNS**

There is no typical suicidal person. No age group, ethnicity, or background is immune. Fortunately, many troubled individuals display behaviors that deliberately or inadvertently signal their suicidal intent. Recognizing the warning signs and learning what to do next may help save a life [tspn.org/warning signs](http://tspn.org/warning-signs).

### **The Warning Signs:**

The following behavioral patterns may indicate a possible risk for suicide and should be watched closely. If they appear numerous or severe, seek help at once. The National Suicide Prevention Lifeline at 1-800-273-TALK (8255) or the Crisis Text Line (text "TN" to 741741) provides access to trained telephone counselors, 24 hours a day, seven days a week.

- Talking about suicide, death, and/or no reason to live
- Preoccupation with death and dying
- Withdrawal from friends and/or social activities
- Experience of a recent severe loss (especially a relationship) or the threat of a significant loss • Experience or fear of a situation of humiliation or failure
- Drastic changes in behavior
- Loss of interest in hobbies, work, school, etc.
- Preparation for death by making out a will (unexpectedly) and final arrangements • Giving away prized possessions
- Previous history of suicide attempts, as well as violence and/or hostility
- Unnecessary risks; reckless and/or impulsive behavior
- Loss of interest in personal appearance

- Increased use of alcohol and/or drugs
- General hopelessness
- Recent experience of humiliation or failure
- Unwillingness to connect with potential helpers

### **Feelings, Thoughts, and Behaviors:**

Nearly everyone at some time in his or her life thinks about suicide. Most everyone decides to live because they come to the realization that the crisis is temporary, but death is not. On the other hand, people in the midst of a crisis often perceive their dilemma as inescapable and feel an utter loss of control. Frequently, they:

- Can't stop the pain
- Can't think clearly
- Can't make decisions
- Can't see any way out
- Can't sleep, eat, or work
- Can't get out of the depression
- Can't make the sadness go away
- Can't see the possibility of change
- Can't see themselves as worthwhile
- Can't get someone's attention
- Can't seem to get control

### **What Do You Do?**

1. Be aware. Learn the warning signs.
2. Get involved. Become available. Show interest and support.
3. Ask if s/he is thinking about suicide.
4. Be direct. Talk openly and freely about suicide.
5. Be willing to listen. Allow for expressions of feelings and accept those feelings.
6. Be non-judgmental. Don't debate whether suicide is right or wrong, or feelings are good or bad. Don't lecture the value of life.
7. Don't dare him/her to do it.
8. Don't give advice by making decisions for someone else to tell them to behave differently.
9. Don't ask "why." This encourages defensiveness.
10. Offer empathy, not sympathy.
11. Don't act shocked. This creates distance.
12. Don't be sworn to secrecy. Seek support.
13. Offer hope that alternatives are available, do not offer glib reassurance; it only proves you don't understand.
14. **Take action. Remove means. Get help from individuals or agencies specializing in crisis**

**intervention and suicide prevention.** [Click here to find crisis resources.](#)

### **Who Can You Talk To?**

- A community mental health agency
- A private therapist
- A school counselor or psychologist
- A family physician
- A suicide prevention/crisis intervention center
- A religious/spiritual leader

**If you or someone you know is severely depressed, potentially, or actively suicidal, call the National Suicide Prevention Lifeline at 988. Trained counselors in your area are standing by to provide you with the help you need.**

### Saving College Student Lives in Tennessee:

Saving College Student Lives in Tennessee is a brochure available through The Tennessee Suicide Prevention Network. It can be found at: (<https://tnsuicidepreventionnetwork.s3.us-east-2.amazonaws.com/2020/11/TSPN-Trifold-2019-College-Students.pdf>). This brochure provides information about signs and risk factors related to the potential for suicide, as well as resources and information on how to help.

## **INTERVENTION PROTOCOL**

### **College of Arts and Sciences (CAS) or College of Health Sciences (CHS)**

The following process should be followed if a College of Arts and Sciences (CAS) or a College of Health Sciences (CHS) student, faculty, or staff member encounters a suicidal student, faculty, or staff member on their respective campuses.

1. Do NOT leave the student/employee alone.

2. **Alert BU Security Officers by calling the 24/7 Cell Phone (731-415-7599).**

If the suicidal person has plans and access to lethal means, is planning to make an attempt very soon, or is currently in the process of making an attempt, contact 911 and then contact Security.

3. If working with a student, Security will attempt to contact the Dean of Student Development . If the Dean is not available, Security will attempt to contact the Chaplain or Associate Chaplain.

4. If any of them can be reached, they will assess suicidal ideation, risk factors, and lethality. a. They may counsel the student, contact Mobile Crisis (1-800-353-9918), and/or work with Security to secure transportation of the student to the ER.

b. In some situations, they may be able to accompany the student to the ER. c. They will also complete a "No Harm Contract" with the student (see APPENDIX).

d. BETHEL UNIVERSITY and the Dean of Student Development will contact other involved parties, including parents/guardians of the student.

5. If working with an employee or, in situations when neither the counselor or chaplains can be reached to counsel a student, Security will contact Mobile Crisis or secure transportation of the student/employee to the ER in Paris or Huntingdon.

a. During working hours, Coaches, Directors, etc. may be needed to transport their students to the

ER.

b. Security/Counselor/Chaplain will determine which ER to transport the student/employee to based on various factors, including the severity of the suicide attempt.

6. If working with a student, Security will document the incident and provide documentation to the Dean of Student Development. Students who are identified at risk for suicide, have voiced serious suicidal ideation, or have attempted suicide should be reported to Security, the Dean of Student Development as soon as possible. If working with an employee, Security will document the incident and provide documentation to the Human Resources Department. Employees who are identified at risk for suicide, have voiced serious suicidal ideation, or have attempted suicide should be reported to Security and the Director of Human Resources as soon as possible.

### **Following an Emergency Crisis or Medical Withdrawal:**

After a student has received emergency help from outside resources for suicidal or self-harm ideation/behaviors, or completed a medical withdrawal, and returned to campus, the student must meet with the Dean of Student Development to determine how the student can best be supported in making a transition back to classes and campus. The student will also be required to meet with the Dean of Student Development where they will be offered counseling to address the ideation/behaviors. The Dean may determine, in some cases, that the student cannot be adequately supported while living on campus. In such cases, the student may continue to be enrolled at the University but may not reside in campus housing. Any such decision will not be made as a punishment to the student toward the student.

For situations in which a student continues to reside on campus, BETHEL UNIVERSITY may require the student to agree to follow specific guidelines as a condition of remaining in school. Any such requirement is not a punishment to the student, but rather, a means to ensure student wellbeing, as well as maintaining a safe environment within the University community.

At any time, a student may be required to participate in an assessment with a mental health professional, based on serious, legitimate concerns of harm to self or harm to others, and enforced under the University's Student Code of Responsibility.

If the student is non-compliant with the guidelines, requirements, or campus mental health services, Bethel may ask the student to voluntarily withdraw.

Students who are self-harming or suicidal, and disrupt the University community in the course of their actions, (e.g. posing a substantial threat to the safety of others or the University's property, may still be held accountable for their disruptive behavior under the Student Code of Responsibility. Further behaviors that disrupt the institution or interfere with the mission of the institution may result in disciplinary action up to and including suspension or expulsion. Procedures for involuntary or emergency suspension can still be applied when a student is a direct threat to themselves and/or others ---but with caution when related to a disability.

### **College of Professional Studies (CPS)**

The following process should be followed if a student, faculty, or staff member encounters a College of Professional Studies (CPS) suicidal student, faculty, or staff member at a BETHEL UNIVERSITY satellite campus location.

1. Do NOT leave the student/employee alone.

2. Alert the Campus Manager.

If the suicidal person has plans and access to a lethal means, is planning to make an attempt very soon, or is currently in the process of making an attempt, contact 911 and then contact Security.

3. If working with a student, the Campus Manager will contact the TN Statewide Crisis Phone Line (1-855-CRISIS-1 or 1-855-274-7471).

4. Whoever can be reached will assess suicidal ideation, risk factors, and lethality.

- a. They may counsel the student and/or work with the Campus Manager to secure transportation of the student to the closest stabilization unit.
5. If working with an employee, the Campus Manager will contact the TN Statewide Crisis Phone Line (1-855-CRISIS-1 or 1-855-274-7471) and secure transportation of the employee to the closest stabilization unit.
6. The Campus Manager will document the incident and provide documentation to the Office of Safety and Security at the main campus. If working with an employee, the Campus Manager will document the incident and provide documentation to the Human Resources Department and the Office of Safety and Security at the main campus.

### **On the Phone or Online**

The following process should be followed if a student, faculty, or staff member encounters a suicidal student, faculty, or staff member over the phone or in an online format.

1. Keep the suicidal person talking on the phone until someone, who can help, is able to be with them in person.
  - Gather as much information as possible, including the person's name, location, and phone number. If needed and available, check the campus directory to identify this information.
2. If the suicidal person has plans and access to a lethal means, is planning to make an attempt very soon, or is currently in the process of making an attempt, contact 911 or the National Suicide Prevention Hotline (1-800-273-TALK).
  - If possible, enlist another person with you to call 911 or the Hotline and provide the suicidal person's information to the dispatcher. This additional person should also contact the parents/guardians or emergency contact of the suicidal person.
  - If you are alone, ask the suicidal person, "*Can we call 911 or the National Suicide Prevention Hotline (1-800-273-TALK) together?*"
    - If the person agrees, then add the call to your phone conversation.
    - If the person refuses, then continue to talk with the person and ask again later in the conversation.
  - You can also text "TN" to 741741 (the National Suicide Prevention Hotline) to ask for help while talking on the phone with the suicidal person.
  - You should also ask the person who else you both could contact together that could be a support for the suicidal person, such as a family member, friend, or neighbor.
  - DO NOT end the phone conversation with the suicidal person.
3. If the risk of death is not imminent, but there is cause for concern, contact your College's counselor.
  - When helping students, contact: either Chaplain Anne Hames at (731) 415-6781 or Associate Chaplain Garrett Burns at (731) 535-3126.
    - If you cannot reach the Chaplain, contact the National Suicide Prevention Hotline (988).
  - When working with **Bethel employees**, contact the National Suicide Prevention Hotline (1-800-273-TALK).
  - Once the suicidal person is safe, you should contact your supervisor, the Human Resources Department, and Bethel's Security Department, when applicable, and report your encounter to them.

## POSTVENTION

Campus leadership will respond to a student/faculty/staff suicide using best practices to decrease the trauma experienced by the students and other campus community members left behind and to help prevent further suicides through contagion.

### Goals of Postvention

The goals of a postvention response after a suicide include:

- Providing resources to those impacted.
- Stabilizing the community and restoring balance and routine to the campus at a pre-crisis level of functioning.
- Preventing further suicides through contagion and decreasing the trauma experienced by students.
- Facilitating understanding and processing the emotional impact of grief and loss.
- If a student/faculty/staff member is affected by suicide that is not connected to the campus community, the individual should be connected to mental health resources in the area.

## PROCEDURE

The following should take place if a student, faculty, or staff member's death occurs by suicide.

- The President of BETHEL UNIVERSITY will be notified immediately, regardless of the awareness of the incident occurring during or after office hours.
- Bethel's Safety & Security Department should be notified immediately (731) 415-7599.
- The President will lead the response on behalf of the institution. The President will need to confirm that the death was indeed a suicide; contact the family of the deceased student, staff, or faculty member; contact campus resources, such as the Dean of Student Development and Chief of Security; contact outside resources that are now needed on campus; etc.
  - Carey Counseling Center, Inc. and TSPN will serve as resources to assist the McKenzie and Paris campus communities and their members in working to decrease community trauma.
  - TSPN and the local area mental health providers will serve as resources to assist Bethel's satellite campus communities and their members in working to decrease community trauma.
- The President, assisted by the Vice President for Strategic Initiatives and Communications Department, will determine the appropriate messaging and disseminate the messaging, via email, to the Bethel community. For further information, please see:
  - Sample announcements and notifications provided by TSPN in APPENDIX;
  - "Best Practices and Recommendations for Reporting on Suicide" at <https://reportingonsuicide.org/>; and
  - The Higher Education Mental Health Alliance's "POSTVENTION: A Guide for Response to Suicide on College Campuses" at <https://hemha.org/wp-content/uploads/2018/06/jed-hemha-postvention-guide.pdf>.
- Counseling sessions will be offered to students experiencing grief, depression, and associated secondary trauma. Employees in need of counseling will be referred to outside resources.

## CAMPUS & COMMUNITY RESOURCES

\*Please note: email may not be an appropriate method of contact in moments of immediate crisis.

### On Campus Resources

A list of current campus resources will be compiled in the *Bethel University Suicide Prevention Plan* document. This document will be updated at the beginning of each academic year, or as needed, and distributed to all Bethel employees and students.

### Local Emergency Resources

<b>Local Emergency Resources</b>		
<b>Name</b>	<b>Phone</b>	<b>Website</b>
Emergency Services	911	
Mobile Crisis Services	1-800-353-9918	<a href="http://careycounselingcenter.org">careycounselingcenter.org</a>
Carroll County Sheriff's Office	731-986-8947	<a href="http://carrollcosheriff.com">carrollcosheriff.com</a>
McKenzie Police Department	731-352-2265	<a href="http://mckenzieln.org/government/departments/police-department">mckenzieln.org/government/departments/police-department</a>
<b>Local Hospitals</b>		
Baptist Memorial Hospital	731-986-4461	<a href="http://baptistonline.org/locations/carroll-county">baptistonline.org/locations/carroll-county</a>
Henry County Medical Center	731-642-1220	<a href="http://hcmc-tn.org">hcmc-tn.org</a>
<b>Local Alcohol, Drug, and Mental Health Treatment Resources</b>		
Carey Counseling Center	1-800-611-7757	<a href="http://careycounselingcenter.org">careycounselingcenter.org</a>
Pathways Behavioral Health Services	1-800-587-3854	<a href="http://wth.org/services/pathways-behavioral-health-services">wth.org/services/pathways-behavioral-health-services</a>
Jackson Area Council on Alcoholism and Drug Dependency (JACOA)	731-423-3653	<a href="http://jacoa.org">jacoa.org</a>
Wo/Men's Resource and Rape Assistance Program (WRAP)	1-800-273-8712	<a href="http://wraptn.org">wraptn.org</a>
<b>Crisis Support</b>		
Hopeline Network	1-800-784-2433	<a href="http://thehopeline.com">thehopeline.com</a>

National Suicide Prevention Lifeline	1-800-273-8255	<a href="http://suicidepreventionlifeline.org">suicidepreventionlifeline.org</a>
Crisis Text Line	Text "TN" to 741-741	<a href="http://crisistextline.org">crisistextline.org</a>
7 Cups-online chat		<a href="http://7cups.com">7cups.com</a>
I'm Alive - online chat		<a href="http://imalive.org">imalive.org</a>
TN Statewide Crisis Phone Line	1-855-CRISIS-1 or 1-855-274-7471	<a href="http://tn.gov/behavioral-health/need-help/crisis_services/mental-health-crisis-services/tn_statewide-crisis-phone-line.html">tn.gov/behavioral-health/need-help/crisis_services/mental-health-crisis-services/tn_statewide-crisis-phone-line.html</a>

For a region-specific resource guide, please visit <https://tspn.org/about-tspn/regional-information/>.

## ADDITIONAL INFORMATION

Information regarding such relationships at BETHEL UNIVERSITY is available from the Student Lifes Department (731-352-4208) and/or the Title IX and Prevention Services Department (731-352-4246). Those Departments will have a comprehensive list of partners and services available to members of the BETHEL UNIVERSITY community which may include crisis referral services, prevention screenings, training programs, etc. Any campus member interested in accessing the services/agencies and training noted above, or in need of more information about BETHEL UNIVERSITY's comprehensive Suicide Prevention and Response Protocols, should contact the Title IX and Prevention Services Coordinator.

## RESOURCES FOR ADDITIONAL STUDY

[Tennessee Suicide Prevention Network](#): The statewide public-private organization responsible for implementing the Tennessee Strategy for Suicide Prevention as defined by the 2001 National Strategy for Suicide Prevention. TSPN is a grass-roots association which includes counselors, mental health professionals, physicians, clergy, journalists, social workers, and law enforcement personnel, as well as survivors of suicide and suicide attempts. TSPN works across the state under the direction of an Executive Director to eliminate the stigma of suicide and educate communities about the warning signs of suicide, with the ultimate intention of reducing suicide rates in the state of Tennessee.

[The Jed Foundation](#): The nation's leading organization working to prevent suicide and promote mental health among college students.

[Jed Foundation's HALF OF US Series](#): Half of us struggle with depression, and all of us have the power to help ourselves and others by fighting the stigma around mental health and speaking up when we need support.

[Suicide.org](#): Suicide Prevention, Awareness and Support

[Suicide Prevention Resource Center](#): Customized information for College Students

[National Suicide Prevention Hotline](#): 1-800-273-TALK (8255)

[ULifeline](#): Online College Mental Health Services for Students

## APPENDIX

The following pages include these forms:

- No Harm Contract
- Sample Announcement: only to be made when such information has become public
- Sample Email Notification
- Sample Death Notification Statement for Students

# Bethel University **NO HARM CONTRACT**

I, , do hereby agree that I will not harm myself or any other person. If I have serious thoughts of harming myself or any other person, I do hereby agree to refrain from action on those thoughts.

- I am surrendering my letter to as a symbol that I will not harm myself.
- I state, "I am not in need of crisis intervention" and "I will not harm myself, or anyone else, in any way."
- I agree to maintain all scheduled appointments.

Listed below are at least three people and/or options I will utilize in case of emergency:

1.

*(in this first spot, insert the name/phone# of the current Title IX and Prevention Services before distributing to students)*

2.

3.

4.

5.

If I find all the above-mentioned people/options insufficient in helping me keep this contract AND if I have a plan, and serious intent, to harm myself or any other person, then I do hereby agree to immediately contact one of the following:

- 1. Carey Counseling Adult Crisis Line:** 1-800-353-9918
- 2. 24/7 Campus Security Line:** 731-415-7599 (text/call)
- 3. TEXT Suicide Crisis Line:** You can text TN to 741741 to connect to a trained counselor. **4. SUICIDE Hotline - Crisis Line:** 1-800-273-TALK (8255)
- 5. Call 911**

Client Date:

Therapist: Date:

Chaplain: Date:

Bethel Security Officer (as needed): Date:

Other (Specify Relation to Client): Date:

Follow-up Appointment: with Date:

## SAMPLE ANNOUNCEMENT

Only to be made when such information has become public (Medical Examiner rules death by suicide and the Family approves a public announcement). When death hasn't been ruled a suicide as confirmed by Law Enforcement and/or Medical Examiner- wording should NOT be added publicly. Also, when the family requests privacy of the cause of death- wording should NOT include the cause of death. (Note: this is a sample letter. The names/resources may change with time. Please check for updated information before sending this announcement.)

Dear Members of the Bethel University Community:

I am deeply saddened to inform you of the tragic loss of a member of our Bethel University family. [Name of student] [took his/her life/ passed away] on [date]. We offer our deepest condolences to [student name]'s family, friends and loved ones. During this time of great loss, we are reminded of the importance of community. Losing a fellow student and member of our University can be very difficult.

The best way to honor [Student's Name] is to seek help if you or someone you know is struggling. If you're feeling lost, desperate or alone-please call the National Suicide Prevention Lifeline: 1-800-273- TALK (8255). The call is free and confidential, and crisis workers are available 24/7 to assist you. Also, you may text "TN" to 741741 for immediate support.

I encourage those who feel they may need additional support to contact the following resources. Students and employees on the McKenzie and Paris campuses can contact Bethel's Safety and Security Office (731-415-7599) or the local Mobile Crisis Number (1-800-353-9918). Short term counseling and referrals are available on campus to our students through Bethel University's Student Life Department (731-352-4208, Bethel's Chaplain (731-352-4066: office; 731-415-6781: cell; and hamesa@bethelu.edu), and Bethel's Associate Chaplain (731-352-6449: office; 731-535- 3126: cell; and burnsg@bethelu.edu). Students may be referred by these resources to other treatment programs for more intensive treatment. Students needing academic assistance may contact their respective Academic Deans:

- CAS students, Cindy Mallard (731-352-4037; [mallardc@bethelu.edu](mailto:mallardc@bethelu.edu))
- CHS students, Dr. Joseph Hames (731-352-6381; [hamesj@bethelu.edu](mailto:hamesj@bethelu.edu))
- CPS students, Dr. Mandy Fisher (731-407-7615; [fisherm@bethelu.edu](mailto:fisherm@bethelu.edu)).

Bethel University's Human Resources Department (731-352-4272; [dotsonc@bethelu.edu](mailto:dotsonc@bethelu.edu)) also offers employees assistance through appropriate referrals. Students and employees in Tennessee may also contact the Statewide Crisis Number (1-855-274-7471). Emergency Services (911) should be contacted in the event of an emergency.

Sincerely,

President Walter Butler

## **SAMPLE EMAIL NOTIFICATION**

(Note: this is a sample letter. The names/resources may change with time. Please check for updated information before sending this announcement.)

Dear Bethel Family,

You may have heard the sad news of the untimely death of one of our students, (Students Name), a (can identify students major/home location).

Losing a student is one of the saddest events that a close-knit campus community like Bethel can experience. It hurts deeply because we care about each other, and (Students Name) was a part of us with hopes and dreams for the future like we all have. A shocking tragedy of this nature is not redeemed with explanations and answers. It is redeemed through Christ's love, compassion for each other, and bearing one another's burdens. It is faced through faith which trusts in the eternal goodness and grace of God.

Please join me in remembering and praying for (Student's Name)'s family, friends, and our Bethel community in the days ahead. Faculty, counselors, ministers, and others are ready and available to provide support and assistance during this trying time. Don't hesitate to ask for help if you need it. Reach out and encourage others who need support. Students needing additional support, please reach out to Bethel University's Chaplain (731-352-4066: office; 731-415-6781: cell; and hamesa@bethelu.edu), and Bethel's Associate Chaplain (731-352- 6449: office; 731-535-3126: cell; and burnsg@bethelu.edu). Bethel University's Human Resources Department (731-352-4272 and dotsonc@bethelu.edu) also offers employees assistance through appropriate referrals. God bless you all.

Faithfully,

President Walter Butler

## **SAMPLE DEATH NOTIFICATION STATEMENT FOR STUDENTS**

Share this death notification statement with students in small groups/Classrooms when the death has been ruled a suicide.

I am so sorry to tell you all that one of our students, [NAME], has died. I'm also very sad to tell you that the cause of death was suicide. Many of you may also feel very sad. Others may feel other emotions such as anger or confusion. It's okay to feel whatever emotions you might be feeling. When someone takes their own life, it leads to a lot of questions, some of which may never be completely answered. While we may never know why [NAME] ended their life, we do know that suicide has many causes. In many cases, a mental health condition is part of it, and these conditions are treatable. It's really important if you're not feeling well in any way to reach out for help. Suicide should not be an option. Rumors may come out about what happened, but please don't spread them. They may turn out to be untrue and can be deeply hurtful and unfair to [NAME] and their family and friends. I'm going to do my best to give you the most accurate information as soon as I know it. Each of us will react to [NAME]'s death in our own way, and we need to be respectful of each other. Some of us may have

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known [NAME] well, and some of us may not. But either way, we may have strong feelings. You might find it difficult to concentrate on schoolwork for a little while. On the other hand, you might find that focusing on school helps take your mind off what has happened. Either is okay. I want you to know that your Professors and I are here for you. We also have counselors here to help us all cope with what happened. If you'd like to talk to one of them, just let me or one of your Professors/Deans know or look for the counselors in [NOTE

SPECIFIC LOCATION] between classes. We are all here for you. We are all in this together, and the University will do whatever we can to help you get through this.

### **DISSEMINATION**

This policy is to be disseminated to all BETHEL UNIVERSITY students and employees on an annual basis.

### **FREQUENCY OF REVIEW**

This policy is to be reviewed on an annual basis.

### **RESPONSIBLE PARTIES**

This policy is to be maintained and reviewed by the Title IX and Prevention Services Director . This policy is to be enforced by the positions and departments noted at the beginning of this document.

### **PUBLICATION**

This policy will be posted on the University website and sent by email to all Bethel students and employees.