

Holyoke Community College Behavioral Intervention and Threat Assessment Request

The information you provide will be used by the HCC Behavioral Intervention and Threat Assessment Team for recording and assessing incidents that are disruptive, concerning or intimidating. Your input will enable us to initiate an intervention for support services as well as an assessment of any patterns that may impact campus safety.

The quality of the information you provide will impact the quality of our review so please give as much detail as possible. If you decide to omit your name you may file this request anonymously. However, anonymous reports will not allow us to follow up with you for additional details or provide you with feedback on our intervention.

Name of person reporting: \_\_\_\_\_ Phone: \_\_\_\_\_

Date and time of incident: \_\_\_\_\_

Location of incident: \_\_\_\_\_

Name or description of person/persons involved in the incident: \_\_\_\_\_

Provide a description of the incident. A detailed report with specific observable behaviors will aid us in conducting an accurate assessment; avoid providing judgments, assessments and opinions. Please include what concerned you about the incident.

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Describe any steps or interventions taken to address the incident such as a spoken or written intervention, meeting or referral.

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Please attach additional information as needed.

Submit this report to Tony Sbalbi, Dean of Students, Frost 224, X2390, [tsbalbi@hcc.edu](mailto:tsbalbi@hcc.edu)

## Behavioral Intervention and Threat Assessment Team

### Seeking Support for Individuals of Concern

All members of the HCC campus community are critical to the BITA Team's intervention efforts to maintain a safe and secure working and learning environment. The Team's mission is to offer early identification and intervention for individuals whose behavior is of concern and/or may pose a threat to the College community.

Withdrawal, isolation, behavioral changes, verbal aggression and/or threatening behavior are key signals that should not be ignored. Research suggests that acting out and violent behavior may be diffused if these issues are reported and addressed at an early stage. Disregarding early warning signs may impact the college's safety and ability to offer intervention that provides an individual with the support they need prior to an escalation. Maintaining a safe work and educational environment is everyone's responsibility.

Matters concerning grades, academic progress, financial aid and other issues associated with a student's academic program at HCC should be directed to the appropriate college Dean and should not be reported through a BITA reporting process.

### **Reporting**

Staff/faculty or the Dean of Students are expected to file a BITA report in the event they receive reports or observe situations that require either behavioral or threat assessment.

Even modest changes in someone's behavior may be a cause for concern. Contacting a college staff/faculty or the Dean of Students (x2390) may be an appropriate first step if you observe:

- Changes in attendance
- Change in an individual's behavior or unusual responses to a situation
- Withdrawn or depressed behavior
- Negative change in attitude
- Negative attention seeking behavior
- Unwanted attention directed at you or another person
- Sudden lack of participation in activities/class
- Ongoing demonstration of behavior that is of concern

### **Contacting the Campus Police x2211 or 911 (emergency) is required when you observe:**

- Threats to do harm to self or others disclosed directly or in a disguised manner
- Aggressive or threatening behavior or gesture
- Escalating threats
- Visible agitation and escalating physical aggression

The form on the reverse side is intended for you to report your concerns to the BITA Team.