



# Crisis Center Referral Information

Office of Student and Family Support and Engagement  
MONTGOMERY COUNTY PUBLIC SCHOOLS  
Rockville, Maryland 20850

MCPS Form 560-10  
August 2016

**INSTRUCTIONS:** This form is used by MCPS employees to document student referral information to the Montgomery County Crisis Center. This form must be attached to [MCPS Form 336-32, Authorization for Release/Exchange of Confidential Information](#) and [MCPS Form 270-1, Summary of Parent Conference](#). Parent/Guardian should hand deliver these forms to the Montgomery County Crisis Center, 1301 Piccard Drive, First Floor, Rockville, Maryland 20850, Telephone 240-777-4000. Retain one copy for your records.

## PART I: TO BE COMPLETED BY MCPS STAFF AND SENT TO THE MONTGOMERY COUNTY CRISIS CENTER

I am referring the student listed below to the Montgomery County Crisis Center. Attached is [MCPS Form 336-32, Authorization for Release/Exchange of Confidential Information](#) and [MCPS Form 270-1, Summary of Parent Conference](#).

Student \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_

Student ID # \_\_\_\_\_ Grade \_\_\_\_\_ Race/Ethnicity \_\_\_\_\_

### Summary of concerns:

- Suicidal Threat (include statement(s) made) \_\_\_\_\_  Behavioral Dysfunction (be specific) \_\_\_\_\_
- Suicidal Behavior (be specific) \_\_\_\_\_  Self-Injurious Behavior (be specific) \_\_\_\_\_
- Homicidal Threat (include statement(s) made) \_\_\_\_\_  Physical Attack (be specific, incl. target) \_\_\_\_\_
- Bullying (focus on victim) \_\_\_\_\_  Bullying (focus on perpetrator) \_\_\_\_\_
- Other (be specific) \_\_\_\_\_

Comments \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Position \_\_\_\_\_ School/Location \_\_\_\_\_

Telephone Number \_\_\_\_-\_\_\_\_-\_\_\_\_ Fax Number \_\_\_\_-\_\_\_\_-\_\_\_\_ E-mail \_\_\_\_\_

\_\_\_\_\_/\_\_\_\_/\_\_\_\_  
*Signature, Referring Staff Member*      *Date*      \_\_\_\_\_  
*Signature, Principal*      \_\_\_\_\_  
*Date*

## PART II: TO BE COMPLETED BY CRISIS CENTER STAFF AND RETURNED TO REFERRING SCHOOL

### Crisis Center Disposition and Recommended Action Steps:

- Student not currently at risk to self or others       No follow-up needed  
 Follow-up recommended

Comments \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- Referred for outpatient treatment       Inpatient hospitalization (voluntary)  
(Specific referral: Name \_\_\_\_\_ Telephone Number \_\_\_\_-\_\_\_\_-\_\_\_\_)  
 Referred for partial hospitalization       Emergency Petition initiated by Crisis Center staff members  
 Other (be specific) \_\_\_\_\_

Comments \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- [Form 336-32, Authorization for Release/Exchange of Confidential Information](#) (please attach).       Yes       No

- MCPS staff should contact Crisis Center staff members for additional information.       Yes       No  
Crisis Center Therapist \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Telephone Number: 240-777-4000 Fax: 240-777-4800

Crisis center scanned completed form and sent to referring MCPS staff member     

**DISTRIBUTION:** COPY 1/Crisis Center; COPY 2/Principal's Confidential File (*form destroyed after 1 calendar year*); COPY 3/Parent/Guardian; COPY 4/Office of Student and Family Support and Engagement (OSFSE), CESC, Room 50

## UNIFORM DEFINITIONS

### **Self-directed violence (SDV; analogous to self-injurious behavior)**

Behavior that is self-directed and deliberately results in injury or the potential for injury to oneself. This does not include behaviors such as parachuting, gambling, substance abuse, tobacco use, or other risk taking activities, such as excessive speeding in motor vehicles. These are complex behaviors some of which are risk factors for SDV but are defined as behavior that, while likely to be life-threatening, is not recognized by the individual as behavior intended to destroy or injure the self. These behaviors may have a high probability of injury or death as an outcome but the injury or death is usually considered unintentional.

Self-directed violence is categorized into the following:

- Non-suicidal (as defined below), and
- Suicidal (as defined below).

### **Non-suicidal self-directed violence**

Behavior that is self-directed and deliberately results in injury or the potential for injury to oneself. There is no evidence, whether implicit or explicit, of suicidal intent.

**Implicit**—Being without doubt or reserve, implied though not directly expressed; inherent in the nature of something.

**Explicit**—Fully revealed or expressed without vagueness, implication, or ambiguity; leaving no question as to meaning or intent.

### **Suicidal self-directed violence**

Behavior that is self-directed and deliberately results in injury or the potential for injury to oneself. There is evidence, whether implicit or explicit, of suicidal intent.

### **Undetermined self-directed violence**

Behavior that is self-directed and deliberately results in injury or the potential for injury to oneself. Suicidal intent is unclear based on the available evidence.

### **Suicidal intent**

There is evidence (explicit and/or implicit) that at the time of injury the individual intended to kill self or wished to die and that the individual understood the probable consequences of his or her actions. A clear example of a suicide threat is a teen holding a gun to their head or threatening to ingest a handful of pills. Examples of verbal suicide threats include statements such as: "I want to end this suffering," "I'd be better off dead," "The world would be a better place without me," or "No one would miss me if I was gone."

### **Suicide attempt**

A non-fatal self-directed potentially injurious behavior with any intent to die as a result of the behavior. A suicide attempt may or may not result in injury.

### **Interrupted self-directed violence – by self or by other**

**By other**—A person takes steps to injure self but is stopped by another person prior to fatal injury. The interruption can occur at any point during the act such as after the initial thought or after onset of behavior.

**By self (in other documents may be termed "aborted" suicidal behavior)**—A person takes steps to injure self but is stopped by self prior to fatal injury.

### **Other suicidal behavior including preparatory acts**

Acts or preparation towards making a suicide attempt, but before potential for harm has begun. This can include anything beyond a verbalization or thought, such as assembling a method (e.g., buying a gun, collecting pills) or preparing for one's death by suicide (e.g., writing a suicide note, giving things away).

### **Suicide**

Death caused by self-directed injurious behavior with any intent to die as a result of the behavior.

### **Suicidal plan**

A thought regarding a self-initiated action that facilitates self-harm behavior or a suicide attempt this will often include an organized manner of engaging in suicidal behavior such as a description of a time frame and method.

*(From Crosby, A. E., Ortega, L., Melanson, C. Self-directed Violence Surveillance: Uniform Definitions and Recommended Data Elements. Atlanta (GA): Centers for Disease Control and Prevention, National Center for Injury Prevention and Control; 2011.)*