SCHOOL MENTAL HEALTH TEAM (SMHT) IDENTIFICATION TOOL

The following table serves as a tool to help districts identify who their SMHT will consist of and to clarify the roles of certain members. **This team must be posted to your local website and communicated with parents and/or caregivers.**

<table>
<thead>
<tr>
<th>ROLE</th>
<th>RESPONSIBILITIES</th>
<th>PERSONNEL</th>
<th>CONTACT INFORMATION (PHONE &amp; EMAIL)</th>
<th>TRAINED TO SCREEN FOR SUICIDE RISK?</th>
</tr>
</thead>
<tbody>
<tr>
<td>SMHT Coordinator</td>
<td>☐ Coordinates annual training for the SMHT, school faculty, and staff members.</td>
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<td></td>
<td>☐ Mobilizes team members as needed.</td>
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<td>☐ Coordinates team member assignments.</td>
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<td></td>
<td>☐ Coordinates prevention education and resources for school staff members, students, and families.</td>
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<td></td>
<td>☐ Acts as the liaison between the school, family members, and community members.</td>
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<td>SMHT Assistant Coordinator</td>
<td>☐ Fulfills duties above when SMHT Coordinator is unavailable.</td>
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<td>☐ Coordinates communication among staff members, students, families, and community members.</td>
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<td>☐ Shares updates with SMHT.</td>
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<td>☐ Facilitates communication with caregivers/guardians when concerns arise.</td>
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<td>School Mental Health Professionals</td>
<td>☐ Conducts student interviews to identify potential suicide risk using a suicide screening tool.</td>
<td>☐ Provides a safe and comfortable environment for students and families.</td>
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<td>☐ Connects students and families to community resources when appropriate.</td>
<td>☐ Documents actions.</td>
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*Kansas leads the world in the success of each student.*