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Health, Housing, and Human Services Department Policy

Name of Policy	Suicide Safer Care	Policy #	H3S-105
Policy Owner Name	Galli Murray	Effective Date	02/03/2021
Policy Owner Position	Suicide Prevention Coordinator	Approved Date	02/03/2021
Approved By	Richard Swift, H3S Director	Last Review Date	02/03/2021
Signature	(within PowerDMS)	Next Review Date	02/03/2024

I. PURPOSE

The purpose of this policy is to provide guidance for implementing practices throughout Health, Housing, and Human Services Department (H3S) in an effort to assist employees with (a). recognizing signs and symptoms of suicide risk; (b). taking steps to connect any individual (consumers, co-workers, community partners, or members of the public) with whom they interact during the course of their work duties with appropriate levels of support and services; (c). and ultimately, to aid in reducing suicide deaths within the local community. This policy applies to all employees of H3S.

II. AUTHORITY

This policy falls under the H3S Director’s authority to encourage and expect the use of research-informed best practices by H3S employees.

III. GENERAL POLICY

Research shows that implementing intentional and consistent suicide prevention strategies reduces the number of individuals who die by suicide. It is the intention of H3S to provide its employees with access to training on and to employ identified best practices in an effort to prevent deaths from suicide within our local community.

IV. DEFINITIONS

Consumers include all individuals who receive at least one service from H3S. These individuals may be referred to as clients, patients, consumers, participants, residents, peers or licensees.

Co-Workers include all individuals who are employed by Clackamas County or who provide services on behalf of Clackamas County.

Community Partners include individuals employed at organizations other than Clackamas County who have a professional working relationship with H3S and/or its employees.

Public includes individuals who interact with H3S employees during the course of their work duties, but are not consumers, co-workers, or community partners.

V. POLICY GUIDELINES

H3S has embraced the Zero Suicide Initiative, which includes a practical framework designed to aid health systems in their approach to preventing suicide deaths. H3S provides a wide-range of clinical and non-clinical services to Clackamas County residents. The responsibilities outlined in this policy are the minimum required actions for H3S non-

clinical services. H3S Divisions that provide clinical services should align their own policies and procedures with the seven pillars of the Zero Suicide framework. All suicide prevention efforts within H3S will be informed by both trauma informed care and racial equity and inclusion lenses and practices.

VI. PROCESS AND PROCEDURES

All H3S Divisions, at a minimum, will address the following in an effort to reduce suicide risk and support H3S staff:

Training - Recognizing Signs and Symptoms of Suicide Risk

- H3S employees will be trained to recognize the signs and symptoms of suicide risk.
- H3S employees will receive training that corresponds to their level of contact with the public and consumers being served within their division as outlined in H3S Role Classification and Training Document.
(<https://powerdms.com/link/CCOR/document/?id=2021213>)
- If an employee has a role that puts them in more than one category, they should complete the training that aligns with the higher category.
- H3S employees will receive initial training within 90 days of being hired and refresher training every 3 years thereafter.
- Each Division will assign an employee with the responsibility to assist the Suicide Prevention Coordinator and Director's Office staff with tracking and documenting completion of required training.

Making Referrals and Facilitating Warm Hand-Offs

- H3S employees will be provided with a workflow that illustrates how to make a referral or facilitate a warm hand-off for individuals who may be at risk for suicide. (Process map: <https://powerdms.com/link/CCOR/document/?id=2021312>)
- H3S employees will be made aware of referral sources and resources available related to suicide risk. (<https://powerdms.com/link/CCOR/document/?id=2021271>)
- All applicable employees will be oriented and trained in the process of making referrals and facilitating hand-offs to referral sources.
(<https://powerdms.com/link/CCOR/document/?id=2021221>)
- H3S employees will be guided to consult with their supervisor/manager, another identified staff member or the Clackamas County Crisis and Support Line at 503-655-8585 if they are uncertain about an individual's level of risk for suicide, as well as appropriate next steps.
- Whenever possible employees will attempt to follow up with the individual who received a referral/hand-off due to concern about suicide risk.

Communication Regarding Individuals Who Die By Suicide

Upon becoming aware of or suspecting that a consumer of H3S services, a co-worker, a resident of Clackamas County, or a community partner has died by suicide, employees are expected to communicate that information to their supervisor or manager and to the “H3S - Suicide Prevention Coordinator” email as soon as possible.

If a suspected death by suicide involves a person 24 years of age or younger and that death has occurred in Clackamas County, H3S has specific responsibilities for initiating and coordinating the community postvention response as the Local Mental Health Authority. (See Senate Bill and ORS links in the Addenda section below.)

Compassion Fatigue and Employee Support

H3S acknowledges the potential for burnout and compassion fatigue as a result of the services provided by employees and the importance of employee self-care. As a Department, H3S will make efforts to ensure that employees are made aware of a variety of self-care opportunities. H3S encourages proactively establishing agreements between employees and their supervisors or managers regarding available self-care opportunities and how those opportunities can be utilized.

VII. ACCESS TO POLICY

This policy will be maintained by the Suicide Prevention Coordinator and kept current in the County’s policy management system.

VIII. ADDENDA

Zero Suicide Initiative: <https://zerosuicide.edc.org/>

H3S Role Classification and Training Document:
<https://powerdms.com/link/CCOR/document/?id=2021213>

Reference Process Map: <https://powerdms.com/link/CCOR/document/?id=2021312>

Reference List A; warning signs, risk factors, and protective factors:
<https://powerdms.com/link/CCOR/document/?id=2021230>

Reference List B; QPR Cue Card:
<https://powerdms.com/link/CCOR/document/?id=2021260>

H3S Warm Hand Off for Individuals at Risk for Suicide:
<https://powerdms.com/link/CCOR/document/?id=2021221>

Oregon Senate Bill 561:
<https://olis.leg.state.or.us/liz/2015R1/Downloads/MeasureDocument/SB561>)

Division 27 of ORS 309:
<https://secure.sos.state.or.us/oard/displayDivisionRules.action?selectedDivision=1024>)

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