

List of questions to consider before submitting a CARE report

These questions are meant to serve as guidelines for reporting. The purpose of these questions is to help reporters determine whether their concern is best supported through the CARE system or if other campus resources would be of greater benefit.

You are welcome to call the Office of the Dean of Students (585-275-4085) at any time to discuss your concern prior to reporting, although reporters are encouraged to use the following guidelines and to report any concern that does not have an easily recognizable solution.

Have you noticed a change in the student's behavior? (e.g. the student was attending class regularly and has stopped showing up, the student is looking more and more disheveled and "out of it", the student's academic performance is declining)

Is the student presenting to you in a way that has you concerned for his/her well-being? (e.g. the student is making poor choices, you have received a concerning email from the student, the student doesn't seem to have many social connections, the student presents as angry or confrontational)

Does the student need support from multiple campus resources? Determine whether your office is able to handle this student's concern or if the concern should be addressed by connecting the student with more than 1 other office on campus.

Is the student experiencing multiple levels of distress? (e.g. poor academic performance and looking disheveled, student stops attending class and responding to your attempts to reach out, you have reason to believe the student may be experiencing hardships outside of what you are physically seeing or hearing)

Do you have concerns that this student may harm him/herself or others? If yes, please call UCC (585-275-3113), Public Safety (585-275-3333) or the Office of the Dean of Students (585-275-4085) immediately and submit a CARE report.

Is your concern great enough to enlist multiple campus resources? The CARE system is designed to determine if a student is experiencing a level of distress that necessitates checking in with multiple campus resources (CCAS, Residential Life, Public Safety, etc.) before contacting the student directly. The purpose of reaching out to these offices is to determine if the student has been presenting with concerns in any other area of the college and to determine 1.) Who is the best person to reach out to the student and 2.) A more accurate level of concern based on this inclusive information.

If you answered **"yes"** to one or more of these questions, please submit a CARE report.

If you are still uncertain about whether to submit a CARE report, you may choose to contact a CARE representative at CARENetwork@rochester.edu or 585-275-4085. You are encouraged to submit a CARE report if you are uncertain about whether or not it is appropriate to do so, as we will always welcome more information than less information.