## Student Concerns and Crises
### A Guide for Faculty and Staff Response

<table>
<thead>
<tr>
<th>Concern</th>
<th>Contact</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>Class Attendance</td>
<td>Academic Success Center</td>
<td>If a student misses more than two consecutive classes without notice, report the absences to the Academic Success Center, located in 101 Dwight Beeson Hall.</td>
</tr>
<tr>
<td>Academic Distress</td>
<td>Academic Success Center</td>
<td>If you perceive a student is struggling academically or experiencing learning challenges, refer the student to the Academic Success Center, located in 101 Dwight Beeson Hall, for consultation regarding available services and support.</td>
</tr>
<tr>
<td>Emotional Distress</td>
<td>CARE Team</td>
<td>If you perceive a student is experiencing emotional distress (anxiety, depression, disorientation, etc.), alert the CARE Team by phone, email <a href="mailto:samfordcares@samford.edu">samfordcares@samford.edu</a> or through the online submission form at samford.edu/go/samfordcares. A direct referral to Counseling Services 205-726-4083 is an additional option for connecting students more immediately to resources.</td>
</tr>
<tr>
<td>Disability</td>
<td>Disability Resources</td>
<td>If a student has disclosed that he/she has a disability, believes he/she has a disability or has received accommodations previously, refer the student to Disability Resources, located in 103 Dwight Beeson Hall, for consultation. Remember that students have the right to choose not to disclose disabilities.</td>
</tr>
<tr>
<td>Student Medical Condition</td>
<td>CARE Team</td>
<td>In the event that a student suffers from a chronic medical condition, injury or hospitalization that prevents class attendance, please alert the CARE Team by phone, email <a href="mailto:samfordcares@samford.edu">samfordcares@samford.edu</a> or through the online submission form at samford.edu/go/samfordcares.</td>
</tr>
<tr>
<td>Death in Family of a Student</td>
<td>CARE Team</td>
<td>Information related to the death of a student’s family member should be reported to the CARE Team. There is an online Bereavement Form at samford.edu/go/samfordcares for your convenience or you may call the number listed for CARE Team.</td>
</tr>
<tr>
<td>Death of a Student</td>
<td>Public Safety, Vice President of Student Affairs</td>
<td>Information related to the death of a current student should be reported to Public Safety, located in 301A Seibert Gym. Also, notify the Office of the Vice President of Student Affairs and Enrollment Management, located in 350 University Center.</td>
</tr>
<tr>
<td>Aggressive Behavior</td>
<td>Public Safety</td>
<td>If a student exhibits aggressive behavior that threatens the safety of others or the quality of the education environment, contact Public Safety immediately, located in 301A Seibert Gym.</td>
</tr>
<tr>
<td>Threat to Self/Others</td>
<td>Public Safety</td>
<td>If a student expresses a desire or intent to commit suicide, he/she can also be a threat to others. It is imperative that you contact Public Safety immediately, located in 301A Seibert Gym.</td>
</tr>
<tr>
<td>Sexual Assault</td>
<td>Title IX Coordinator, Public Safety</td>
<td>Any information related to an allegation of sexual misconduct must be reported to the Title IX coordinator. With the exception of the university counselor, university ministers and campus physician, university employees must report sexual assault allegations. File a report with Public Safety, located in 301A Seibert Gym. File an anonymous report at samford.edu/students/title-ix.</td>
</tr>
</tbody>
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**General concern for a student may be submitted to the CARE Team**

Referrals are welcome and appreciated. Depending on the nature of the concern and the confidentiality laws which apply, departments to which you refer students may not be able to share information with you regarding the outcome of the referral. Departments will communicate with you as necessary and appropriate.

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*August 2019*