

Case Management Acknowledgments for Care .. SAMPLE

(including Title IX, Clery related language; from “ USF SOS Student Intake Form” – in Forms folder)

<p>ACKNOWLEDGEMENTS: Please read and initial the information below regarding the services of Student Outreach & Support.</p>
<p>The information collected through this intake form is used to better understand what brings you to the SOS office, what stressor you may be experiencing and how best the SOS Case Managers can support you.</p>
<p>1) I understand that information that I or others share with Student Outreach & Support's Case Manager does not fall under the same confidentiality levels of a health care provider, psychotherapist or counselor. The services and work of Student Outreach & Support (and SOCAT) fall under Family Educational Rights and Privacy Act (FERPA), which mean that information is shared under specific guidelines and with respect to advice from USF's General Counsel.</p>
<p>2) Student Outreach & Support staff take seriously their role to foster a safe campus for you and for others, which means that there may be certain limits to the privacy statement above:</p> <ul style="list-style-type: none"> <input type="checkbox"/> If a staff member has reason to believe that I am in danger or significant physical or psychological deterioration as a result of being unwilling or unable to follow treatment recommendations, he/she may contact a family member or another person who can help provide protection/ assistance. <input type="checkbox"/> If there is evidence of clear and imminent danger of harm to myself and/or others, a staff member may report this information to authorities responsible for ensuring safety or other persons with the goal of defusing the danger and providing help. <input type="checkbox"/> If I am under 18 years of age and a staff member suspects that I have been the victim of child abuse, Florida state law requires that the staff member report this information to the proper authorities. <input type="checkbox"/> A court order can require USF to release information contained in my records or require a staff member to testify in a court hearing. <input type="checkbox"/> Under Federal guidelines, SOS staff members <u>must</u> report or disclose information to University Officials when I make them aware of crimes impacting me; and/or other students and the university; These typically fall under two Federal mandates: <ul style="list-style-type: none"> o <u>Clery Act</u>: criminal offenses (homicide, sexual offense, robbery, aggravated assault, burglary, motor vehicle theft, arson, dating violence, domestic violence, and stalking); hate or bias crimes and arrests/ referrals for disciplinary actions (weapons, drug and liquor law violations) o <u>Title IX</u>: sexual offenses, including sexual violence, sexual harassment, stalking, domestic violence, intimate partner violence. <p><i>If my concern includes issues related to Sexual Offenses – staff in the Office of Student Outreach & Support (SOS) can provide me with CONFIDENTIAL resources for support, both on and off campus.</i></p>
<p>3) I understand that Student Outreach & Support works closely and consults with all faculties and departments within the University of South Florida to coordinate services for students. As such, information about me and my needs may be shared with others within the University on a need-to know basis in order to assist me in accessing specific services. Additionally, the Case Manager may confirm with the referral source that they have met with me and that my stressor(s) or wellbeing is being addressed.</p>
<p>4) The Case Manager may work with me to develop an Intervention or Action Plan of referrals, resources, and activities to assist me in addressing the referral or other concerns that I disclose. The Case Manager may provide some limited outreach and supports during my transition to any leave of absence from academic coursework.</p>
<p>5) <i>The SOS-SOCAT collaborative process.</i> SOCAT is committee of USF professionals focused on enhancing student success through identifying needs, removing barriers, and reducing distress. Disclosure between Student Outreach and Support staff and the broader SOCAT Committee will include only that health and personal history information that contributes to the assessment of the level of concern and intensity of intervention needed to best assist the student. The Core of the SOCAT Committee includes representatives from: Dean for Students, Undergraduate Studies, Graduate Studies, Student Health Services, Student Rights & Responsibilities, University Police, Counseling Center, Housing & Residential Education, and Office of Student Outreach and Support.</p>
<p>6) EVALUATION OF OUR SERVICES: At the end of the semester, students seen by Student Outreach & Support may be sent a survey link to help us evaluate and improve our services. We appreciate your Feedback!</p>

I _____ (please print name) have read and understood the above **ACKNOWLEDGEMENTS** and have had any questions answered to my satisfaction.

Student Signature

Date

Staff Signature

Date