LIST OF CONTENTS:
I. POLICY
II. PURPOSE
III. PROCEDURES
   A. Mission
   B. Organization/Chain of Command
   C. Responsibilities of Team Members
   D. Procedures and Guidelines for Interventions
IV. SELECTION PROCESS
V. ORGANIZATIONAL CHART

I. POLICY
The mission of the Crisis Assessment Team is to intervene before a crisis becomes acute, to offer mental health services to those without current providers, reduce the frequent calls for service to 911 or the Police Department, and in the event help is declined, to leverage possible criminal charges or other external supports to facilitate recovery for each person served.

II. PURPOSE
To provide operational guidelines and responsibilities for the members of the Crisis Assessment Team.

III. PROCEDURES
   A. Mission.
      1. The Crisis Assessment Team will intervene with (mental health consumers or) anyone having a mental health crisis event. Team members will offer community resources and mediate a plan of assistance involving Region Ten or other health related providers as needed.

   B. Organization/Chain of Command
      1. Colonel
      2. Support Major
3. Crisis Assessment Command Liaison

4. Team Leader/ Program Manager

5. Assistant Team Leader

C. Responsibilities of Crisis Assessment Team Members

1. Crisis Assessment Command Liaison
   
   A. Reviews monthly reports submitted by Team Leader
   
   B. Provides oversight over the entire Team
   
   C. Approves training requests
   
   D. Emergency Contact
   
   E. Approves Purchases

2. Team Leader
   
   A. Provides operational oversight
   
   B. Scheduling and planning of team training
   
   C. Recommends individual and team training
   
   D. Prepares monthly reports
   
   E. Responsible for ensuring that all Crisis Assessment Team Members adhere to guidelines set forth in policy and it's SOP
   
   F. Responsible for member accountability

3. Assistant Team Leader
   
   A. Assume responsibilities of the Team Leader in his/her absence
   
   B. Will assist with Team Leader Duties
   
   C. Contact in emergency situations

4. Investigative Liaison
   
   A. Can be selected as Assistant Team Leader
   
   B. Responsible for in depth background investigations if needed
   
   C. Contact person for outreach to other agencies for further investigation
5. SRO Supervisor
   A. Point of contact for school resource officers and School Administration

6. District Managers
   A. Responsible for Blue Ridge and Jefferson District Crisis Intervention Specialists
   B. Point of contact with Specialists and Region Ten or Community Service Board personnel
   C. Responsible for monthly reports on Interventions in their District
   D. Conduct Interventions if needed.

7. Intervention Specialists
   A. Responsible for consumer interventions with or without Region Ten or Community Service Board personnel
   B. Responsible for consumer case management and reporting
   C. Responsible for communicating information to other agency personnel with pertinent data
   D. Responsible for attending team training and individual training as required.

D. Procedures and guidelines for Interventions
   1. Identify calls for service
      A. Prospective consumers identified by the TJ Area Task Force
      B. Prospective consumers identified by police personnel
      C. Prospective consumers identified by family members
      D. Prospective consumers identified by other agencies
      E. Repeat calls for service
   2. Arrange for intervention to take place (Officer and Consumer Safety considered)
      A. Offer support and security
      B. Coordinate with Region Ten if necessary
      C. Document the intervention on an IBR (9** Code)
      D. Identify specific goals and outcomes with the consumer
      E. Identify family members who may assist with the consumer
      F. Leverage possible criminal charges if necessary to facilitate recovery

IV. Selection Process
A. Team Announcement

B. Specialty Form A35 and Letter of Interest

C. Oral Interview Panel (consisting of Command Liaison, Team Leader and Asst. Team Leader)

D. Limited Peer Review

V. Organizational Chart