

# Wake Forest University CARE (Campus Assessment, Response and Evaluation) Team Policy

Wake Forest University has established the Campus Assessment, Response, and Evaluation (CARE) Team to facilitate the identification and management of behaviors which may disrupt or interfere with the day to day functions of the University.

The CARE Team is composed of representatives from throughout the University who have specific expertise and professional training in the assessment of, and intervention with, individuals who may present a threat to themselves and/or the University community. The CARE Team can follow up (directly or indirectly) with persons who display behaviors of concern and connect them with appropriate resources as warranted. The CARE Team also seeks to educate the campus community on the importance of prompt reporting of the behaviors identified in this policy.

## **Mission:**

The Campus Assessment, Response and Evaluation (CARE) Team serves the Wake Forest University community by evaluating and responding to disruptive, troubling, or threatening behaviors brought to the attention of the Team. As a part of this work the Team also seeks to help identify members of the Wake Forest community who are in need of support, guidance, or other intervention and to refer them to appropriate campus and community resources. The CARE Team is empowered by the University President to make decisions and take appropriate action in fulfillment of its mission. The Vice President for Campus Life provides administrative oversight for the Team.

## **Team Composition:**

Members are recommended by the Team and appointed by the Vice-President for Campus Life in consultation with the Team. The CARE Team includes representatives from the following areas: Office of Academic Advising, Office of the Dean of Student Services, the Graduate and Professional Schools, Human Resources, Residence Life and Housing, Student Health Service, University Counseling Center, University Legal Department, and University Police. A CARE Team Case Manager has also been appointed. For specific situations the Team will consult with our designated liaisons who have subject area expertise.

The CARE Team receives reports of behaviors or communications (verbal or written) which cause concern about the safety or well-being of the campus community or its members. Supervisors, staff, faculty, students and other persons report such behaviors or communications to the Team. Concerns may be initially reported to the CARE Team Case Manager, Office of Academic Advising, Office of the Dean of Student Services, Residence Life and Housing, University Legal Department, or University Police. While the University Counseling Center and Student Health Service can be resources for the reporting of concerning incidents or behavior, professionals from these offices may be limited in their communication of specific information due to applicable state or federal laws related to confidentiality. In such a circumstance, office staff members are trained to connect the reporter with other CARE Team members. The CARE Team meets regularly to consider situations and persons of concern. In addition, upon receipt of more urgent information Team members will convene to ensure thorough assessment and follow up. When situations pose or appear to pose an immediate threat University Police will be primarily responsible for coordinating a response.

## **Examples of Behaviors Addressed by the Team:**

The behaviors addressed by the Team include, but are not limited to, the following:

- a) **Bullying/Intimidation:** Includes but is not limited to stalking or engaging in actions intended to frighten, coerce, or induce involuntary acquiescence by the person being intimidated.
- b) **Threats (direct, indirect, implied, veiled):** The verbal or non-verbal expression of intent to cause harm. An expression constitutes a threat without regard to whether the party communicating the threat has the present ability to carry it out without regard to whether the expression is contingent, conditional, or proposed to occur in the future.
- c) **Verbal Abuse and/or Harassment:** Verbal abuse is the use of obscene, profane, or derogatory language that abuses or defames another person. Harassment is any action, verbal or nonverbal that:
  - reasonably causes another person to be annoyed or disturbed
  - reasonably causes another person to be apprehensive
  - endangers the mental or physical health or the safety of another person or
  - restricts a person's freedom to move about

Examples include participation in conduct or nuisance actions that may prevent or distract others from their university studies or the legitimate pursuit of their personal affairs or the use a telephone, computer, other electronic media, or third parties to carry out any harassing offenses.

- d) **Terrorist Threats:** Any threat of violence that is issued and communicated via any medium (including electronic communication) which the university interprets as posing a danger to Wake Forest people, community or property.
- e) **Violence:**
  - **Physical Attack:** Unwanted or hostile physical contact such as hitting, fighting, pushing, shoving, or throwing objects
  - **Property Damage:** Intentional damage to property, which includes property owned by the University, or its employees, students, visitors, vendors and other stakeholders
  - **Physical Abuse and/or Threat of Physical Harm:** Physical abuse, injury, or threat of harm to oneself or others. These acts include, but are not limited to assault, battery, and all forms of personal abuse
- f) **Behaviors that cause restraining orders to be obtained by or against members of the Wake Forest University community.**

In addition the Team may also receive reports of violations of University policy as described in the Workplace/Campus Violence Policy: <http://hr.wfu.edu/files/2011/10/WFU-Section-I-4-Workplace-Violence.pdf> or the Student Handbook: <http://www.wfu.edu/new/publications/students/2013-2014.handbook.pdf> or elsewhere in University documents.

- g) **Other disruptive behaviors or causes for concern include but are not limited to:**
  - Weapons on campus ( <http://hr.wfu.edu/files/2011/10/WFU-Section-I-5-Weapons-on-Campus.pdf>)
  - Expressions of homicidal/suicidal plans or intent; or other mental health issues that raise concern for the safety of the person and/or campus community.
  - Belligerence or angry outbursts
  - Preoccupation with violent themes
  - Apparent obsession with someone
  - Domestic disputes
  - Fitness for duty concerns (employees), to the extent the behaviors raise concerns about the safety of the community or its members
  - Intentional destruction of property (personal, University, or other)

### **Information Needed When Reporting:**

In order for the CARE Team to best meet the needs of the campus community the Team needs the most accurate information possible. Those reporting situations or behaviors of concern may be asked to share relevant information, including:

- Date/time of incident(s)
- Name, age, relationship to university, and current location of person of concern and of victim/target
- Description of behaviors of concern/acts committed
- Names of witnesses
- Location where incident occurred
- Related documentation (email, text, Facebook, blogs or other electronic communications, saved voicemails, photos, videos, etc.)

**Further information about the CARE Team can be found at:**

[careteam.wfu.edu](http://careteam.wfu.edu)

**CARE Team Contacts:**

CARE Team Case Manager	336-758-4247
Office of Academic Advising	336-758-3320
Office of the Dean of Student Services	336-758-5226
Human Resources	336-758-4700
Representative from Graduate and Professional Schools (Law School, School of Business, Graduate School of Arts and Sciences, and Divinity School)	336-758-1830
Residence Life and Housing	336-758-5185
Student Health Service	336-758-5218
University Counseling Center	336-758-5273
University Legal Department	336-758-6100
University Police	336-758-5911 or 911 from campus phone

**CARE Team Liaison Contacts:**

Campus Life	336-758-4070
Center for International Studies	336-758-5938
Employee Assistance Program	336-716-5493
Financial Aid/Student Financial Services	336-758-5154
LGBTQ Center	336-758-4665
Information Systems	336-758-5260; 336-758-4211
Office of Multicultural Affairs	336-758-5864
Office of Parent Programs	336-758-4237
Student Athlete Services	336-758-6010
University Chaplains Office	336-758-5017
ZSR Library	336-758-5475

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