**XXXX Public Schools SBIRT Action Plan June 2014**

**Planning:**

1. SBIRT Coordinator: Nurse Leader
2. Who is part of the SBIRT Team?

Main Roles/Screeners: Nurse Leader, Nurses, Director of XXXX Together for Youth, Social Workers

Supporting Roles: Guidance Counselors, Health/Wellness Staff, Performing Arts Staff and School and District Administration

1. [INSERT SCHOOL COMMUNITY] currently using the Regional Youth Risk Behavior Survey – done every 2 years in November (even years)
2. Screening tool we plan to use: CRAFFT
3. Who will be screened?

2014-15 9th graders at XXXX school

2015-16 9th graders and 7th graders at XXXX schools

1. What is the screening criterion? All students in those grades will be screened; it will be treated as a universal screening.
2. Which staff will be responsible for indicating actual screening dates of screening and flag when the next screening date is due? The Nurse Leader but in collaboration of the SBIRT team.

**Implementation:**

1. How will SBIRT be implemented?

Proposed: One-two day(s) screening by all members of the SBIRT Team in the fall of 2014 for grade 10 (will screen grade 7 as well as grade 10 in Fall 2015 and Spring 2016)

1. What privacy and confidentiality issues need to be addressed?

Privacy: will be done in individual offices, at such places as: Nurse’s Office, Nurse Leader Office, Director of XXXX Together for Youth Office, Social Workers Offices(2), Director of Health/Wellness Office, SPED Conference Room, Guidance Conference Room, Principal’s Conference Room, Band Practice Rooms (3)

Confidentiality: Students will be told about confidentiality, nothing will go into the student health records, students who screen positive on 2 or more Part B CRAFFT Screening Tool will be referred to their guidance counselor at a later time. No disciplinary action will be taken due to this screening process. A log will be kept for record keeping/screening results only, but no names or initials will be used. Nurse always have the option to maintain personal notes.

1. How will students be informed of this screening?

Letters and an email blast will go home to parents and parents will be encouraged to have a discussion about the screening with their children. Students will be directly notified by a notice on the TV screens, the NPS website and the screening will be outlines at the start of their PE class.

1. Have teachers, families and other stake holders been informed of the plans to implement SBIRT in school?

The administration of NPS, the building Principals of all three schools where students will be screened, the staff, the families and the students have been informed of the screenings.

1. Which staff will be involved in the screenings?

Members of the SBIRT Team (Nurse Leader, Nurses, Director of XXXX Together for Youth, Social Workers)

1. Where, when and how often will the screenings occur?

Who: Annually for grades 7 and 10, depending on our YRBS data and anecdotal evidence we may adjust those grades.

Where: In private spaces at the high school and the two middle schools

How often: Annually in late fall and early spring

1. How will screenings be documented?

A check off list just so that we know we screened the student, results will be kept on a checklist, but no names or initials will be on the checklist. The only demographics noted on the data collection sheet is: the students age and the gender for which they identify as being.

1. Staff that will responsible for the brief interventions: Nurse Leader, Nurses, Social Workers and Director of XXXX Together for Youth
2. In School Referrals: Guidance, Social Workers and XXXX Together for Youth Director
3. Out of School Referrals: TBD, Interface Referral Network
4. Outside Community Resources:

XXXX Together for Youth

AA Meetings at church

XXX Medical Center

Interface Referral Network

1. Contacts at these agencies-TBD
2. Follow-up with school staff: All SBIRT Team members are at training, regular staff will be briefed at a Staff Meeting

**Follow Up:**

1. Results to parents/guardians if needed?

Will not be disclosed by the school personnel, unless the student is a danger to himself or others

1. How will referrals be made to PCP’s if needed?

No direct referrals unless the student asks for assistance in contacting his/her PCP.

1. How, when and to whom will aggregate results of the screenings be communicated?

By Nurse Leader to Administration, School Committee and Faculty

1. How will these results be evaluated?

Results will be reviewed by the SBIRT Team. The results will be used to assist us in our programming and goals.

1. What are your expected outcomes?

Screenings to be completed

1. What else do you need to proceed?

Training, Policy, School Committee Presentation and buy in, time in the fall for the screenings