



## **Campus Administrative Policy**

### **Policy Title: Campus Assessment, Response and Evaluation (CARE) Team**

Policy Number: 7013A      Functional Area: Student Affairs

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Approved by: Donald M. Elliman, Jr.  
Chancellor, CU Anschutz

Prepared by: Office of University Counsel  
Responsible Officer: Executive Vice Chancellor for Academic  
and Student Affairs

Applies to: CU Anschutz

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#### **A. Introduction**

The University of Colorado Anschutz Medical Campus is committed to identifying students who may be exhibiting high risk or concerning behaviors, evaluating those behaviors, and taking the appropriate course of action or intervention to mitigate any possible risk. This policy outlines the duties and responsibilities of the university's Campus Assessment, Response & Evaluation (CARE) Team.

#### **B. Policy Statement**

The CARE Team shall be established and charged with educating constituents on the campuses about student risk assessment, necessary

interventions, and the CARE Team's role in assisting in the prevention of violence or disruption on campus.

For the purposes of this Policy, the term "students" includes, but is not limited to, all current students, including part-time, full-time, degree-seeking, non-degree seeking, hybrid (combination of online and in person, either: (i) on campus and/or (ii) in clinical settings), concurrently enrolled high school students, visiting students, undergraduate, or graduate students enrolled at CU Anschutz.

For the purpose of the CARE Team, students who have been **inactive** for 3 or more semesters will not be considered current students (issues involving former or non-students will be reviewed by the CARE Team and referred to law enforcement when appropriate).

The CARE Team shall include representatives from Student Affairs, Student Outreach and Support, Student and Resident Mental Health, University Counsel, Office of Equity, Academic and Student Affairs Leadership Group ("ASAL"), and campus police. The team regularly seeks additional consultation from appropriate and relevant campus offices. The CARE team will serve the CU Anschutz community. The CARE team will be scheduled to meet weekly to address student concerns. The CARE Team Chair or other designee may hold an ad-hoc meeting.

#### Mission:

The CARE Team is committed to improving campus safety and student success by proactively and collaboratively managing situations and individuals that pose, or may reasonably pose, a threat to the safety and wellbeing of the campus community. The team coordinates with students, faculty, and staff as well as concerned others, using objective and thoughtful approaches to identifying, assessing, and intervening with individuals of concern.

#### Intervention:

The team is also responsible for establishing procedures to identify risk and threat, assess for risk and threat, and identify the appropriate means of intervention and action. CARE Team advises appropriate campus offices regarding appropriate interventions that may include but are not

limited to: interim suspension, medical leave, terms of return, and resources and referrals for support services.

Prevention:

The CARE Team focuses on early identification of at-risk students and early intervention in an effort to prevent health and safety emergencies on campus. The Office of Student Outreach and Support serves as the primary centralized location for receiving and triaging concerning behavior. Based on the substance of the report, the Office of Student Outreach and Support may escalate the report to the CARE Team for further evaluation.

Assessment:

The CARE Team will evaluate appropriate information regarding a student's behavior and potentially consult with relevant stakeholders regarding extreme risk protection orders pursuant to Section 13-14.5-102, et seq, of the Colorado Revised Statutes.

### **C. Responsibilities**

It is the responsibility of every school/college/program, department/unit, and faculty/staff member to:

1. Report any threats to the CU Anschutz Campus Police and follow up by submitting a CARE report. See [Campus Administrative Policy 3002: Duty to Report Criminal and Threatening Behavior](#).
2. Training for faculty and staff to receive information, updates and education on reporting policies, identifying concerning behavior and reporting methods. See [Campus Administrative Policy 3002: Duty to Report Criminal and Threatening Behavior](#).
3. Refer a student demonstrating concerning behavior to the CARE team process.
4. Cooperate with the CARE Team to implement recommended action to mitigate the risk or threat.
  - a. Note: Any report of violence or threats of violence will be handled in a confidential manner, consistent with the guidelines of the Family Educational Rights and Privacy Act (FERPA) of 1974, with

information released only on a need-to-know basis. Reporter anonymity cannot be guaranteed.

## **D. Procedures**

### **1. Reporting Concerns**

- a. If there is a perceived imminent danger immediately contact campus police:

Call 911 from any campus phone (not cell phone)

- Contact the CU Anschutz Police at 303-724-2000 immediately.

Note: The police dispatcher is available 7 days a week, 24 hours a day.

- b. If you are concerned about a student and the situation is not imminent:

Submit a CARE Report.

- 1) The report will be reviewed by a member of the CARE Team
- 2) The case will be assigned accordingly:
  - a. CARE Team
  - b. Title IX
  - c. Student Outreach and Support
  - d. School/college/program processes.
- 3) The reporting party will receive an acknowledgement confirming the report has been received. If the student is affiliated with one of the professional schools, the Student Affairs Associate Dean, or other identified representative, will be contacted and given the option to join the CARE team regarding that matter.
- 4) On a case-by-case basis, when appropriate, outreach will be made to the student.
- 5) Follow up will be provided to the reporting party.

- 6) Faculty or staff submitting a CARE Report should not always expect detailed information about the disposition of their submission because the issue may involve due process or confidentiality rights of the student.
- 7) Before submitting the CARE report, faculty and staff may consult with other offices (such as supervisors or campus police). However, submitting a report to the CARE Team may still be advised following the consultation. Consultation does not alleviate an individual's responsibility to report threatening behavior under the Threatening Behavior Policy; this must be reported to law enforcement.
- 8) Once a CARE report is submitted, reviewed, and assigned, and appropriate information has been gathered, the CARE Team will determine what steps need to be followed. Next steps may include, but are not limited to: speaking with the student; gathering additional evidence or information by interviewing members of the campus community; compiling additional documentation; referral to the appropriate conduct/professional code office or committee for adjudication under relevant code of conduct; referral for a formal psychological evaluation or threat assessment via law enforcement or other qualified entity; or other steps as deemed necessary. Not all concerns require review by the entire CARE Team. Most reports result in follow-up and referral by the Office of Student Outreach and Support.
- 9) Faculty and staff are encouraged to submit additional reports as new concerns arise or when behavior is repeated, even if they have done so before. A single incident may be insufficient to take action, but a pattern of incidents may require an institutional response. Sharing observed and concerning behavior does not violate FERPA or student privacy.

- 10) Documentation and records are maintained in a centralized database. Record keeping practices are addressed in the CARE Team protocol manual. Sharing information is essential to a successful assessment of behavior.
- 11) The CARE team will comply with best practices and risk assessment tools such as those provided by the National Behavioral Intervention Team Association, etc.

## Notes

1. History:
  - September 1, 2013: Adopted by the Provost
  - April 12, 2019: Modified to reflect a Campus-wide effort to recast and revitalize Campus policy sites into a standardized and more coherent set of chaptered policy statements organized around the several operational divisions of the university. Article links, University branding, and formatting updated by the Provost's office.
  - November 16, 2023: Policy 7013 was recast into separate policies for Denver (7013D) and Anschutz (7013A).
2. Cross References/Appendix:
  - [Campus Administrative Policy 3002: Duty to Report Criminal and Threatening Behavior](#)