



POLICIES AND PROCEDURES

Policy: 5S-511 MENTAL HEALTH SCREENING

Index: Student Services- *Student Health*

Monitoring: Annually

1. PURPOSE

. The Board of Directors at Spectrum Academy (Board) has adopted this policy to ensure Spectrum Academy (School) employees understand that mental health screening is a critical component of school safety and student health. Mental health screening is designed to be preventative, by identifying students at risk for mental illness and connecting them with appropriate resources. Of specific concern are students at risk for anxiety, suicide, and/or depression. This policy defines what a mental health screener is, what the process entails, and who is qualified to administer them. This policy is designed to ensure compliance with Utah Code Subsection 52F-2-522, including parent permission, data collection, and reporting requirements.

2. POLICY

2.1. In compliance with Utah Code Subsection 52F-2-522, the School is required to:

- 2.1.1. submit any screening program to the State Board for approval;
- 2.1.2. administer a screening program to participating students who may be at risk for mental health conditions; and
- 2.1.3. Obtain prior written consent from a student's parent within 8 weeks of administering a screener, that complies with Section 246 53E-9-203, and the Family Educational Rights and Privacy Act, 20 USC Sec 1232g.

2.2. Screenings will be initiated by School counselors, except in the case of extenuating circumstances. If a School psychologist or mental health specialist is required, notification will be made by the School counselor or an administrator.

2.3. If results of a participating student's screening indicate a potential mental health condition, qualified personnel will notify the parent of the participating student of:

- 2.3.1. screening results;
- 2.3.2. resources available to the participating student, including any services that can be provided by the school mental health provider or by a partnering entity; and
- 2.3.3. the procedure for accessing funds for interventions through appropriations made by the Utah State Legislature for this purpose.
- 2.3.4. Qualified personnel will also notify the School's mental health provider and IEP team of the participating student's results and refer the student for additional screening or services by qualified personnel

2.4. If results of the participating student's screening do not indicate a potential mental health condition, qualified personnel will:

- 2.4.1. notify the parent of the participating student of screening results; and
- 2.4.2. notify the school mental health provider and IEP team of screening results



2.4.3. retain screening results in the student's Special Education file or, if the student does not have a Special Education file, the cumulative educational file.

2.5 Mental health screeners shall only be administered by personnel qualified to assess, report, and respond to the results of the screeners. Qualified personnel include:

2.5.1 mental health specialists or school psychologists; and

2.5.2 School counselors in collaboration with mental health specialists or school psychologists.

2.5.3 Individuals must possess current licensure appropriate to their professional role .

3. ACTIVITIES PROHIBITED WITHOUT PRIOR WRITTEN CONSENT

3.1. Any activities that would reveal any information, whether it is personally identifiable or not, concerning the student's or any family member's:

3.1.1. political affiliations or, except as provided under Section [53G-10-202](#) or rules of the state board, political philosophies;

3.1.2. mental or psychological problems;

3.1.3. sexual behavior, orientation, or attitudes;

3.1.4. illegal, anti-social, self-incriminating, or demeaning behavior;

3.1.5. critical appraisals of individuals with whom the student or family member has close family relationships;

3.1.6. religious affiliations or beliefs;

3.1.7. legally recognized privileged and analogous relationships, such as those with lawyers, medical personnel, or ministers; and

3.1.8. income, except as required by law.

3.2. Mental health screeners are not to be administered under parental consent given for assessments related to IEP eligibility or 504 accommodations. Separate permission for mental health screeners must be obtained if this information is desired in combination with other evaluations already being performed.

3.3. Parental consent requirements may be waived in response to a situation which a School employee reasonably believes to be an emergency, or as authorized under Title 62A, Chapter 4a, Part 4, Child Abuse or Neglect Reporting Requirements, or by order of a court, including if a school employee, agent, or School resource officer believes a student is at-risk of attempting suicide, physical self-harm, or harming others. During such crisis response, the School employee, agent, or School resource officer may intervene and ask a student questions regarding the student's suicidal thoughts, physically self-harming behavior, or thoughts of harming others.

3.4. The student's parent shall be notified of the crisis situation as soon as reasonably possible, including:

3.4.1. circumstances surrounding the crisis situation, including any known antecedents;

3.4.2. actions taken by School personnel to maintain the safety of students and staff; and

3.4.3. details of intervention, including consequences or restorative practices.



4. REPORTING REQUIREMENTS

- 4.1 Results may be shared with the student's IEP team, parents, and related school mental health personnel.
- 4.2 Data shall be reported to USBE and related agencies as set forth in Utah Code Subsection 52F-2-522. Current requirements include:
 - 4.2.1 number of students screened including grade, gender, ethnicity;
 - 4.2.2 number of students exhibiting a mental health concern out of total screened;
 - 4.2.3 number of screening events (if conducted in an "event" format);
 - 4.2.4 format for conducting mental health screening (online, individually, in a class, etc.);
 - 4.2.5 number of schools in LEA conducting screening;
 - 4.2.6 number of students referred to services and interventions within the school setting as a result of screening;
 - 4.2.7 number of students referred to services with outside agency;
 - 4.2.8 types of mental health interventions provided by the LEA;
 - 4.2.9 number of referrals provided to outside providers; and
 - 4.2.10 other actions taken based on screener results such as no outside referral made, academic accommodations, crisis intervention, parent consultation, etc.
- 4.3 Data and screening results must be retained by the School for a minimum of 3 years

5. PARENTAL CONSENT REQUIREMENTS

- 5.1. Signed Parental Consent must be obtained w/in 8 weeks prior to administration of a mental health screener.
- 5.2. Parental Consent for a mental health screener must be separate consent form from other mental health consent forms, and cannot be combined w/other consent forms.
- 5.3. Parental Consent must include:
 - 5.3.1. which board approved mental health conditions the screener measures;
 - 5.3.2. additional variables that might influence screener results;
 - 5.3.3. a statement that the screener is optional and not a diagnostic tool;
 - 5.3.4. notification that the parent has the right to seek outside resources and opinions; and
 - 5.3.5. a list of all data potentially collected by screener.
- 5.4. Parental consent must be obtained regardless of age of student

Additional Notes

All providers contracted by the School to provide services are subject to all of the provisions of this policy, including but not limited to, consent, reporting, and administration requirements.

All screeners need to be approved by the Utah State Board of Education prior to being administered.

DEFINITIONS

1. "Assessment" means a process for defining the nature of a problem, determining a diagnosis, and developing specific recommendations for treatment of the problem or diagnosis.
2. "Crisis Intervention" is timely and skillful support to a student in an emergency situation which may result in harm.
3. "Diagnosis" means the process of using assessment data to determine if the pattern of symptoms the person presents with is consistent with the diagnostic criteria for a specific mental health disorder set forth in an established classification system.
4. "Participating student" means a student who participates in a mental health screening program.
5. "Qualifying parent" means a parent:
 1. of a participating student who, based on the results of a screening program, would benefit from resources that cannot be provided to the participating student in the school setting; and
 2. who qualifies for financial assistance to pay for the resources under rules made by the state board.
6. "Qualifying Personnel" refers to the licensed individuals trained to implement crisis interventions, screenings, and assessments.
7. "School" means Spectrum Academy, which has an approved screening program through USBE.
8. "Screener" means to evaluate a student against qualifying mental health need criteria.
9. "Screening" is the process of evaluating for the possible presence of a mental health condition.
10. "Screening program" means a student mental health screening program selected by Spectrum Academy and approved by the state board in consultation with USBE.

REFERENCES

Utah Code Annotated 52F-2-522

RELEVANT LINKS

Approved Mental Health Screeners: <https://www.schools.utah.gov/file/0d0d5786-abf8-412a-bbc1-c6099a49d8a1>

DOCUMENT HISTORY

Adopted:

Revised: 10/19/2022 No substantive changes