

The Process: Assessing Your Community

1. Identify Problem Statement
2. Identify and Convene a Team – This should include, but is not limited to: an administrator, student health coordinator, student services personnel, child welfare supervisor from the Michigan Department of Health and Human Services, Juvenile Justice Authority, Family Court, administrator, community mental health administrator, mental health providers, public health providers, law enforcement representatives, potential funders and parents.
3. Assess Current Data – Possible sources could include: Kids County, health department, United Way or local university
4. Perform an Environmental Scan – Look at what resources are in place. What services are currently being provided? Is there a curriculum in place? What is working? What is not? What can you do to provide maximum linkages in your community?
5. Look at Policy and Procedures – What policies are currently in Place? Do you have any formal agreements with the district? CMH? Other mental health providers? Could you facilitate one?
6. Assess and Create Referral – Agreements and Crisis Intervention Plans is there a referral process in place? Does the district have a crisis intervention plan?
7. Organize Your Findings into Promotion, Prevention, and Intervention – Create a matrix of your findings to prioritize your needs. Assess what is working and how you can provide the most effective services for education success.
8. Administer Questionnaires and Focus Groups – Assess your community and students' needs through questionnaires and focus groups.
9. Reconvene Team – Review your data findings to clearly and effectively provide the best environment for all students. This process is ongoing.