



## Blue Mountain Community College *Administrative Procedure*

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**Procedure Title:** Behavioral Intervention Team (BIT)  
**Procedure Number:** SS-07-2015-0002  
**Board Policy Reference:** IV.A.

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**Accountable Administrator:** Dean, Student Services  
**Position Responsible for Updating:** Dean, Student Services  
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### **Purpose/Principle/Definitions:**

The College is committed to identifying individuals who may be exhibiting high risk or concerning behaviors and taking the appropriate course of action in the most timely and effective manner in order to mitigate any possible risk of harm to people and/or the campus.

This administrative procedure establishes the role of a BMCC Behavioral Intervention Team (BIT) with responsibility to carry out the duties and protocols outlined here.

### **Charge/Mission:**

The Behavioral Intervention Team is charged with 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 college community. The team coordinates with the Safety and Crisis Response Team, Health and Wellness Committee, and other designated constituents as needed using objective and thoughtful protocols to identify, assess, refer, intervene, and report individuals of concern incidents. The team is responsible for providing awareness, education, prevention, and intervention strategies to the college community in accordance with professional best practices and state/federal law.

*Note: The BMCC Behavioral Intervention Team complies with best practices and risk assessment tools such as those provided by the National Behavioral Intervention Team Association (NaBITA).*

### **Role of the Behavioral Intervention Team (BIT)**

- Serve as a proactive resource both internally and externally designed to address individual of concern threats, safety, misconduct, and/or incidents.
- Be a centralized, coordinated, caring, developmental intervention, and prevention mechanism.
- Meet regularly to support students, faculty, and staff via established incident response protocols.

- Receive reports of disruptive, problematic, or concerning behavior or misconduct; conduct investigations or refer out for formal investigations, perform threat assessment, and determine the best avenue for support, intervention, notification, and response.
- Deploy appropriate incident response and coordinate follow-up.

### **BIT Responsibilities**

- Facilitate threat awareness, assessment, prevention, reporting, and response training for all staff, faculty, and students
- Develop, distribute, and maintain campus safety information, materials, and tools for college wide use
- Evaluate, respond, triage, and follow up to incident reports in a timely manner
- Communicate and collaborate internally as well as externally for appropriate incident response
- Track, report, and document incident records in accordance with college policy as well as state and federal rules

### **BIT Core Team Membership** – Reports to the Dean, Student Services

Chief Human Resources Officer (co-chair)  
 Dean, Student Services (co-chair)  
 Title IX Coordinator  
 Chief Academic Officer  
 Chief Operating Officer

### **BIT Extended Team Membership**

Director, Enrollment Services  
 Director, Student Resource Center  
 Director, Athletics  
 Chief Finance Officer  
 Director, Facilities & Grounds  
 Chief Technology Officer  
 Dean of Student Learning and Academic Engagement  
 Dean, Workforce Development & Community Ed

### **BMCC Behavioral Intervention Team – Reporting and Response Protocol**

1. **Perceived Immediate or Imminent Danger** – Specific threats to inflict harm to self or others. Any physical assault, with or without weapons.
  - a. Call 911 without delay
  - b. Notify Human Resources, Safety Officer of the 911 call
  - c. Submit report through the BMCC BIT online incident reporting tool
2. **Perceived Threatening or Concerning Behavior, but not Immediate or Imminent Danger**– Includes, but not limited to aggressive language, tone/volume of voice, or actions; oral or written threats to people or property; threats made in a “joking” manner; implicit threats; obsession with weapons, firearms and ammunition; suicidal threats or ideation. Also includes criminal activity not rising to the perceived immediate or imminent danger threshold.
  - Faculty, staff, or student submit an incident report. Form is available on BMCC’s website.

- The Incident report is electronically “pushed” immediately to the BIT Chair for appropriate case assignment
- The case is assigned to the appropriate group or individuals (BIT members; Health and Wellness Committee; or Safety and Crisis Response Team) for assessment and response based on description of the incident
- An acknowledgement confirming the incident report has been received and assigned is sent to the individual submitting the report
- On a case-by-case basis, appropriate next steps are determined and facilitated by the assigned BIT member or group. (Refer to the BMCC BIT Individuals of Concern Incident Response manual for more information regarding response steps)

*Exception: Sharing information about the incident with other designated authorities may be required and is determined by the Clery Act, Title IX, SaVE Act, or other state/federal laws. Exception to this includes employees, contractors, or volunteers who may be providing clinical services (physical and/or mental health care) as part of their role at BMCC and are exempt from mandatory reporting of threatening behavior.*

- Follow up is provided to the individual submitting the report. Individuals submitting a report should not always expect detailed information about the disposition of their incident report because of possible due process or confidentiality rights. Detailed information is released only on a need-to-know basis.
- Incident reports along with supporting documentation are securely retained within the online incident reporting system and managed by the BIT Chair

*Note: Reports of concerning behavior, incidents of violence, and/or incidents of threat will be managed in the appropriate confidential manner as guided by FERPA, Clery Act, SaVE Act, and Title IX with information released only on a need-to-know basis. Reporter anonymity cannot be guaranteed.*

#### References:

BMCC Individual of Concern and Violence Free Campus Model

Administrative Procedures: SS-07-2015-0001 Duty to Report Criminal and Threatening Behavior