

TOR NAME Threat Assessment Team (TAT)	Responsible Owner TAT CHAIR	Effective date November 26, 2017
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1. PURPOSE

Douglas College has established a multi-disciplinary Threat Assessment Team (TAT) to determine how best to intervene and support an individual whose behaviour has or may become violent, and ensure the safety of members of the campus community. The TAT will conduct a Violence Threat Risk Assessment (VTRA) to assess, investigate and determine an appropriate level of response to reports of behaviours of concern including threats with the potential to result in harm to one or more members of the campus community.

The TAT works collaboratively with the College's Behaviour Intervention Team (BIT), and where a VTRA indicates a person is a low level of risk for violence, the case may be referred to the BIT for College supports, monitoring and case management.

2. COMPOSITION

The Core Threat Assessment Team will consist of:

- Director of Safety, Security and Risk Management (TAT Chair)
- Director, Student Affairs and Services (Vice Chair)
- AVP, Human Resources (Vice Chair)

and, as determined by the Core team, additional Threat Assessment Team representatives as follows:

- Manager, Health and Safety;
- Manager, Student Support and Conduct;
- Manager, Campus Security Operations;
- Manager, Facilities Services;

- Counsellor (Faculty, Student Services);
- Learning Specialist (Faculty, Centre for Students with Disabilities);
- Manager, Communications;
- Registrar;
- Relevant Responsible Administrator

In the absence of the Director, Safety, Security and Risk Management, the Vice Chair most involved with the response efforts will assume the Chair responsibilities.

Depending on the case under assessment, additional resources may be brought to the TAT as team members or advisors to the team, as appropriate.

3. MEETINGS

The TAT will meet to conduct threat assessments as needed, and will meet annually for professional development and planning purposes. Additional meetings may be called at the discretion of TAT members.

4. DUTIES AND RESPONSIBILITIES

Data Collection and Information Gathering

The purpose of the data collection process is to determine whether an individual poses a threat to the safety of others and/or themselves, and may include information obtained from:

- Concerned Reporter(s)
- Others impacted by the behaviour of the individual of concern
 - Witnesses
 - Employees
 - Classmates, friends
- Family members
- The individual of concern
- College records
- Medical professionals
- Emergency contacts
- External partners (i.e. community mental health, law enforcement)

Response

All threats will be taken seriously and evaluated. In situations where there is a clear, direct and plausible threat or an immediate threat of injury towards any member of the campus community or the campus community at large, or violence resulting in injury, violence involving weapons or theft of property or violence otherwise requiring immediate emergency response, the local police will be contacted as per College Violence Prevention policies.

Threat Assessment

The TAT will review a report of violence, threat or behaviours of concern, consider any immediate steps that have been taken and recommend or implement any further steps believed necessary for the safety

of the College community. The TAT will determine known facts, identify, and collect, information still required. The TAT will consider all relevant College policies, related laws and statutes and the disposition of any similar cases. The TAT will use recognized threat assessment tools as appropriate.

Decision Making

The TAT Chair will ensure that decisions are based on a consultative process. Decisions for recommendations will be communicated by the TAT Chair and will be based on the unique aspects of each case and will be consistent with recommendations provided in threat assessment models and tools.

Confidentiality

All reports of violence, threats or behaviours of potential concern will be handled in a confidential manner. Personal information collected, used and shared by the TAT will be treated confidentially, and in compliance with the *BC Freedom of Information and Protection of Privacy Act* or where required by law.

Education and Training

The TAT, in collaboration with the BIT, is responsible for coordinating education, training and creating awareness as to:

- The BIT/TAT's mandate and procedures;
- Identification of behaviours of potential concern;
- Methods for reporting behaviours of potential concern, threats or violence;
- Related College policies;
- Related Collective Agreement provisions;
- College and community supports and resources for individuals in need.

5. ACCOUNTABILITY

The TAT acts under the authority of the College's Senior Management Team in the performance of its duties and functions. The TAT has the authority to conduct investigations as required and the TAT may conduct interviews with members of the Douglas College community and/or external persons and agencies in the course of assessing and investigating a threat and/or behaviours of potential concern.

The TAT may conduct threat assessments whether the individual of concern is a student, an employee or a user. The TAT may make recommendations in accordance with the provisions of related College policies and, where relevant, collective agreements, employment contracts, labour legislation and the *BC Freedom of Information and Protection of Privacy Act*.