

School Name

School Based Mental Health Services

COUNSELOR PROTOCOL CHECKLIST

- Referral
- Contact therapist regarding referral AND/OR Contact the Parent to notify of referral and get consent.
- Develop a SBMH file for student with any appropriate information.
- Follow up on student as needed.
- Upon discharge from short-term facility, follow post-treatment procedure before student returns to class.

IF YOU HAVE ANY QUESTIONS, DO NOT HESITATE TO CALL
XXXXXXXXX AT XXXXXXXXX.