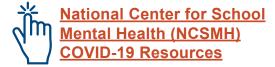
How to Navigate Privacy and Technology

How to Engage Your Team

▶ Identify whether your organization suggests a platform for tele-services



- Find regulations that your school or agency may have for privacy
 - At this time, HIPAA-compliant platforms are not federally required
- ► **Determine** the platform that meets your service and student needs
- **▶** Consider:



Is it safe and necessary to see one another?

Does the student have access to a cell phone or computer? Are there other barriers to technology?

- ▶ Pick a platform. Use professional accounts (e.g. email/phone) to the greatest degree possible. Practice using the platform with colleagues to gain support
- Determine when you need to obtain consent from parents and keep them informed as best you can

- ► Identify relevant team members to contact (e.g. administrators, school counselors, school psychologists, school social workers)
 - Consider how you can partner with colleagues with telehealth experience, such as home-school providers
- ➤ **Set** a weekly or biweekly virtual meeting time
- Set an agenda and send it out prior to meeting
- ➤ **Troubleshoot** how to use the telehealth platform, and consider:



Who is going to contact students and families?

Who can provide support to staff? How can you share helpful tools and tips with each other on how to conduct telehealth?

- ► Talk with team members about their current needs and perceived needs of students, families and school staff
- ➤ **Set** reasonable expectations for your team and divide tasks among members
 - Set plan to monitor tasks and date/ time for follow-up meeting

TELEHEALTH TOOLBOX

• for school personnel •

How to Connect with Families

How to Decide Essential Services

- ▶ Determine how to reach out to all families to offer various levels of support
 - Decide what information will go out to all families
 - Identify families who may be in need of extra supports and who will contact them
 - **Determine** which families may need immediate support
- ► Reach out to families via email, phone, or telehealth
 - For non-English speakers, <u>Talking</u>
 <u>Points</u> allows you to translate your messages into any language (free access)



- ► Talk with families about their current needs (basic, learning, safety, psychological and social needs)
- ▶ Provide school or community resources based on family needs
- Consider which families will benefit from follow-up support

- ► Assess current functioning of student:
 - Mood concerns
 - Anxiety and worry
 - Suicidal ideation
 - Learning concerns
- ➤ **Set** goals related to the needs of student at this time:
 - Create a daily schedule and/ or routine to make environment predictable and consistent for student and family
 - Develop appropriate coping strategies that are accessible to the student in the immediate environment
 - Share helpful apps (MindShift; Stop, Breathe, & Think; Stop, Breathe, & Think for Kids)
 - Identify ways to maintain social connection and relationships within a climate of isolation







