TSPN Protocols

July 2023
Purpose of the Protocols ........................................................................................................................................ 5
Mission and History .................................................................................................................................................. 5
  Mission ......................................................................................................................................................... 5
  Brief History of TSPN ..................................................................................................................................... 5
Governance ............................................................................................................................................................. 7
  Legal Status .................................................................................................................................................. 7
  Executive Branch Funders ............................................................................................................................ 7
  Administrative/Fiscal Agent ........................................................................................................................... 7
Role of TSPN ...................................................................................................................................................... 8
  Role of the Executive Director .................................................................................................................... 8
  Role of TSPN Regional Directors ................................................................................................................... 8
Role of TSPN Regional Networks .................................................................................................................... 8
Role of TSPN Volunteers ................................................................................................................................... 9
  Volunteer Recognition ................................................................................................................................. 10
Participating Partner Organizations and Collaborations .................................................................................. 10
Advisory Council ............................................................................................................................................... 10
  Mission of the Advisory Council .................................................................................................................. 10
  Role of the Advisory Council ....................................................................................................................... 11
Nomination and Recommendation .................................................................................................................. 11
  Appointment and Terms ............................................................................................................................... 12
Orientation of Appointed Advisory Council Members .................................................................................. 13
  TSPN Statewide Orientation .......................................................................................................................... 13
  Regional Orientation ..................................................................................................................................... 13
Advisory Council Sub-Committees .................................................................................................................. 13
  Role of Advisory Council Executive Committee ....................................................................................... 13
  Advocacy Committee ................................................................................................................................. 14
  Outreach Committee .................................................................................................................................... 14
  Strategies/Outcomes/Evaluation Committee ............................................................................................... 14
  Ad Hoc Committees .................................................................................................................................... 14
  Emeritus Committee .................................................................................................................................... 14
Task Forces ......................................................................................................................................................... 15
  Youth and Young Adult Task Force ........................................................................................................... 15
Faith Based Task Force ........................................................................................................................ 15
The Gun Safety Task Force ........................................................................................................................ 15
Tennessee Firearm Safety Alliance ........................................................................................................... 15
Farmers Suicide Prevention .................................................................................................................... 15
First Responders Task Force .................................................................................................................. 15
Medical Examiners Task Force .............................................................................................................. 16
Higher Education Suicide Task Force .................................................................................................. 16
Veteran’s Task Force ................................................................................................................................ 16
TSPN Staff Education ............................................................................................................................... 16
QPR Recertification (Ideally) .................................................................................................................. 16
Active and Current Certifications .......................................................................................................... 17
Online and Interactive Communications .................................................................................................. 17
Roster of Volunteers and Partners .......................................................................................................... 17
Monthly Newsletter .................................................................................................................................. 17
Regional Directories ................................................................................................................................ 17
Requests from the Media ......................................................................................................................... 17
Trainings in the Community .................................................................................................................... 18
Confidentiality ......................................................................................................................................... 20
Postvention .............................................................................................................................................. 20
Regional Meetings .................................................................................................................................. 21
Communications with Volunteers and Publication of Meeting Dates .................................................. 21
Process and Agenda to Conduct a TSPN Regional Meeting ................................................................. 21
After the Regional Meeting ..................................................................................................................... 22
Coordination and Compilation of Data Collection .................................................................................. 22
Coordination and Collaboration .............................................................................................................. 22
Report participation ............................................................................................................................... 23
Pre and Post Tests ................................................................................................................................. 23
Regional Suicide Prevention Awards ....................................................................................................... 23
Nomination Process and Eligibility ........................................................................................................ 23
Suicide Prevention Month and Awareness Day ...................................................................................... 23
Contacting Officials to Obtain September Suicide Prevention Month Proclamation ......................... 24
Memorials ................................................................................................................................................ 24
Love Never Dies – Survivors of Suicide Quilt ........................................................................................ 24
The International Suicide Memorial Wall ................................................................. 25
Survivors of Suicide Loss Events .............................................................................. 25
Students and Interns .................................................................................................. 26
Possible List of Trainings, Activities, Tasks, Events for Students ............................... 26
988 Crisis Phone and Text Line ................................................................................... 27
Grants Awarded to TAADAS for Suicide Prevention and Related Activities .............. 27
Zero Suicide ............................................................................................................. 27
ESSENCE .................................................................................................................. 27
Source of Strength ..................................................................................................... 28
TLC - Support .......................................................................................................... 28
LivingWorks / Asist Suicide Prevention ...................................................................... 28
Purpose of the Protocols

The purpose of the Protocols is to provide the rationale and background for specific activities, relationships and processes to direct the employees of TAADAS/TSPN and the volunteers (Advisory Council). The document intertwines previous policies and practices, the June 2021 Executive Statement, processes, and relationships with grantors. The protocols were developed in order to synthesize the working knowledge of what TSPN has done to support suicide prevention efforts in Tennessee and documents the practice for each of these activities to ensure that the staff and volunteers have reached consensus as to how these activities should take place. As of the adoption of these protocols, the TSPN June 2021 Executive Statement will be voided as it is incorporated into this document.

Mission and History

Mission

We want to reach every Tennessean, in every county, and the only way to do so is together.

Brief History of TSPN

TSPN is a statewide public-private organization responsible for implementing the Tennessee Strategy for Suicide Prevention as defined by the 2001 National Strategy for Suicide Prevention.

TSPN is a grassroots network which includes counselors, mental health professionals, physicians, clergy, journalists, social workers, law enforcement personnel, as well as survivors of suicide loss, individuals with lived experience, and community volunteers. TSPN works across the state to eliminate the stigma of suicide and educate communities about the warning signs of suicide, with the goal of lowering the state’s rates of suicide.

We seek to achieve these objectives through organizing and promoting regular regional activities, providing suicide prevention and intervention training to community organizations, and conducting postvention sessions for schools and organizations after suicides occur.

TSPN was formally established in 2001 with the hiring of an Executive Director by the Suicide Prevention Council created by the Tennessee Department of Mental Health and Developmental Disabilities (now the Tennessee Department of Mental Health and Substance Abuse Services, or TDMHSAS). TSPN has evolved and expanded over the years. TSPN is not a standalone organization. As such, TSPN requires partnership with an administrative/fiscal agent that is a legal non-profit to receive state funding that supports its programs.

Since TSPN’s inception, TDMHSAS was its primary funding source. During FY 2021 TSPN began accepting state and federal funding from both TDMHSAS and the Tennessee Department of Health (TDH). With each grant comes unique grant scopes and outcomes. For the first time in TSPN’s history, TSPN is now diversifying approaches to suicide prevention for proactive adjustment to current trends in mental health and suicide prevention. This adjustment requires diversification of funding sources.

TSPN’s Advisory Council Executive Committee put together an Executive Statement to clarify and address the change of the fiscal agent, a growing program staff, and the structure for oversight of the program. The Governor’s proclamation establishing TSPN, and the Advisory Council bylaws are the governing documents of TSPN Advisory Council. The Executive Statement adds information not appropriate for inclusion in the bylaws as the information is defined by contracts or documents outside the Advisory Council structure.
STATE OF TENNESSEE

PROCLAMATION

BY THE GOVERNOR

WHEREAS, suicide is one of the most disruptive and tragic events a family and a community can experience; and

WHEREAS, there are more than 30,000 reported suicide deaths in this nation every year; and

WHEREAS, suicide is the third leading cause of death for young people in Tennessee and the ninth leading cause of death nationally; and

WHEREAS, nationally, an average of one person dies from suicide every 17 minutes representing not only waste of human life but untold suffering for the families and friends of those who die in this tragic way; and

WHEREAS, public awareness of this terrible problem is the key to preventing further suffering and loss of life; and

WHEREAS, the risk for human self-destruction can be reduced through awareness, education and treatment; and

WHEREAS, the Yellow Ribbon Suicide Prevention Program is recognized as the symbol for awareness and prevention of suicide by suicide prevention groups, crisis centers, schools, churches, community centers, hospitals, counselors, teachers, parents and people throughout the world; and

WHEREAS, the Governor of Tennessee or his designee shall appoint a Suicide Prevention Advisory Council (S.P.A.C.) to coordinate funding and implementation of the Tennessee Suicide Prevention Strategy,

NOW, THEREFORE, I, Don Sundquist, Governor of the State of Tennessee, do hereby proclaim the week of September 16 - 22, 2001, as

YELLOW RIBBON SUICIDE AWARENESS AND PREVENTION WEEK

in Tennessee, and encourage all citizens to work to prevent suicide, to wear a yellow ribbon and to raise awareness and tolerance around all people affected by this tragedy.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the official seal of the State of Tennessee to be affixed at Nashville on this 14th day of September, 2001.

[Signature]
Governor

[Signature]
Secretary of State
Governance

TSPN GOVERNANCE

The Executive Branch, TDMHSAS, is responsible for mental health services and public health. TDMHSAS created the TSPN Advisory Council to advise TDMHSAS and the staff of TSPN as to the formulation and implementation of the TN Strategy for Suicide Prevention. The Executive Branch Department administers the distribution of funds allocated by the Tennessee General Assembly for TSPN programs. The award to provide administrative and fiscal oversight to the TSPN programs was made to TAADAS.

Funding from the grant does not allow for fees, dues, earnings, or assets to be distributed to Advisory Council officers or members, although payment of reasonable compensation for expenses is permitted.

Executive Branch Funders

The role of the Executive Branch funders (TDMHSAS, TDH, etc.) is to provide guidance on TSPN’s state funding contracts.

Administrative/Fiscal Agent

The role of TSPN’s Administrative/Fiscal Agent is to provide financial and administrative oversight related to human resources, finances, compliance, and accounting. The Administrative/Fiscal Agent is the contract awardee for the services provided by such funding. As such, they are legally responsible for meeting the terms of any such grant contracts and for meeting the financial, compliance and legal obligations that arise from such contracts. The Administrative/Fiscal Agent provides guidance for TSPN on standard business operating procedures.

Under the terms of a contract with TDMHSAS, the fiscal agent employs TSPN staff and provides back-office support for TSPN. In general, the administrative/fiscal agent provides:

- Assistance with employee recruitment, retention, maintaining current TSPN staff;
- Providing administrative support to TSPN through providing office supplies and space,
Human resources support,
General office logistics.

Any specific donations specifically to TSPN, to a region or task force will be deposited to the non-grant general TSPN account for use by TSPN. The Advisory Council may identify a specific TSPN use for these funds at its meetings. TSPN will make sponsorships available for specific events or activities that may be regional or statewide. Any balance remaining after the event from such sponsorships will be deposited to the non-grant funds for TSPN.

Role of TSPN
The Tennessee Department of Mental Health and Substance Abuse Services has awarded TAADAS the TSPN grant. In conjunction with the TSPN Advisory Council and other key stakeholders, TSPN oversees the continuing implementation of suicide prevention strategies in Tennessee, as defined in the 2012 National Strategy for Suicide Prevention Goals and Objectives. TSPN will use State-approved suicide prevention training and offer suicide prevention training to agencies and individuals seeking information statewide. TSPN will coordinate postvention services to communities experiencing loss of life through suicide and education surrounding postvention best practices. TSPN will provide information and/or give presentations to the general public, collaborate with program administrators, substance abuse providers, behavioral health agencies, primary care agencies, and emergency services to develop a systems framework aimed at reducing suicide attempts and deaths. Additionally, TSPN will collaborate with regional Health Councils, Substance Abuse Prevention Coalitions, and Lifeline Peer Project (Navigators and Faith Based Initiative) to be a resource for suicide information, trainings and information related to suicide with these initiatives.

Role of the Executive Director
The TSPN Executive Director oversees the overall operation of TSPN, including the control, utilization, and conservation of TSPN’s physical and financial assets, the recruitment, and direction of its staff, and all day-to-day operations. The Executive Director works under the direction of the fiscal agent. The Executive Director will oversee the relationships of all the entities that partner and participate in regional networks. Additionally, the Executive Director will pursue related grants and funding to further this mission and encourage the formation of a separate legal entity as TSPN, in consultation with the Executive Committee and/or Advisory Council.

Role of TSPN Regional Directors
Regional Directors coordinate and direct suicide prevention events, activities, and trainings in their assigned TSPN Region, with the assistance and advisement of local Advisory Council members and volunteers. They work under the direction of the TSPN Executive Director. They collaborate with Regional Chairs to ensure these projects are appropriately marketed, advertised, and staffed by TSPN staff or volunteers.

Role of TSPN Regional Networks
Regional Networks is to unite community stakeholders in the cause of suicide prevention, to recruit and support volunteers in their work on programs or events, and to provide regular reports to TSPN and the Advisory Council on local activities. The Regional Networks represent a diverse public-private partnership of stakeholders united by their common cause of preventing suicide in their communities and the state of Tennessee. The Network is enabled by the Regional Director, who serves as liaison between TSPN’s central office, helping coordinate the Regional Networks’ grass-roots efforts.

There are nine Regional Networks in TN with many volunteers and partner organizations.
Regional Members of the Suicide Prevention Network include:

- Local citizens active in the Network's activities
- Training organizers, facilitators, and participants
- People interested in assisting with TSPN outreach, connecting and opening doors to other partners, groups, and organizations

Nine (9) TSPN Regions will be established covering the following areas:

**Northeast Region** (Carter, Greene, Hancock, Hawkins, Johnson, Sullivan, Unicoi, and Washington Counties)

**East Region** (Anderson, Blount, Campbell, Claiborne, Cocke, Grainger, Hamblen, Jefferson, Knox, Loudon, Monroe, Morgan, Roane, Scott, Sevier, and Union Counties)

**Southeast Region** (Bledsoe, Bradley, Grundy, Hamilton, Marion, McMinn, Meigs, Polk, Rhea, and Sequatchie Counties)

**Upper Cumberland Region** (Cannon, Clay, Cumberland, Dekalb, Fentress, Jackson, Macon, Overton, Pickett, Putnam, Smith, Van Buren, Warren, and White Counties)

**Mid Cumberland Region** (Cheatham, Davidson, Dickson, Houston, Humphreys, Montgomery, Robertson, Rutherford, Stewart, Sumner, Trousdale, Williamson, and Wilson Counties)

**South Central Region** (Bedford, Coffee, Franklin, Giles, Hickman, Lawrence, Lewis, Lincoln, Marshall, Maury, Moore, Perry, and Wayne Counties)

**Southwest Region** (Chester, Decatur, Fayette, Hardeman, Hardin, Haywood, Henderson, Lauderdale, Madison, McNairy, and Tipton Counties)

**Northwest Region** (Benton, Carroll, Crockett, Dyer, Gibson, Henry, Lake, Obion, and Weakley Counties)

Shelby County has its own dedicated TSPN region, known as the **Memphis/Shelby County Region**.

**Role of TSPN Volunteers**

The role of volunteers is to collaborate with organizations, associations, advocates to further the mission of TSPN on the local and statewide level. TSPN volunteers who are certified may provide training and other supports to further the completion of Network activities. TSPN volunteers will work collaboratively with organizations, associations, advocates to further the mission of TSPN, promote the goals of the Advisory Council, and operationalize the Strategies on the local and statewide level.

Volunteers are the backbone of the organization. There are many opportunities to help at TSPN from setting up chairs for a meeting, learning how to co-facilitate training and more!

As representatives of TSPN we expect our volunteers to abide by a code of conduct such as:

- Participate in an orientation and training session on confidentiality procedures, if the volunteer has access to confidential information (Confidentiality, 2.08)
- Keeping information confidential, such as the names of individuals who have attempted or succeeded in committing suicide.
- Attest to abide by Title VI and comply with both the letter and spirit of all laws that apply to the volunteer's role at TSPN when starting to volunteer and annually. (Compliance Program 1.03)

Volunteers have rights in the organization:
• Volunteers have the right to file a complaint in the organization (See Policy 3.14 for Employee, Volunteer Grievance Procedure)

Volunteers have benefits in the organization:
• Helping in the Community
• Receiving recognition of volunteer hours, if needed
• Opportunity to receive training
• Opportunity to learn to facilitate and provide a training, if required certification is current.

To further this collaboration, TSPN volunteers will organize and convene regional events, training sessions, and meetings to implement the Strategies in coordination with Regional Directors and Advisory Council members.

Volunteers, including Advisory Council members, are expected to conduct themselves per the mission and goals of the Advisory Council.

Volunteer Recognition
As of this date, there are discussions to recognize volunteers via a Volunteer Management Platform, holding luncheons to recognize people at the September meeting, plans to recognize at the local level in the newsletter and in the retreat program. There is also discussion about awarding gift cards.

Participating Partner Organizations and Collaborations
A few of the collaborators and partners include: First Responders, public school staff, faith based communities, media, Suicide and the Black Church Conference; Suicide and the African American Faith Communities Conference; NAMI TN; Tennessee Department of Health Commissioner’s Council on Injury Prevention; TN Department of Health Child Fatality Statewide Review Board; TN Coalition of Mental Health and Substance Abuse Services; TN Conference on Social Welfare; TN Co-Occurring Disorders Coalition; TN Mental Health Planning Councils; TN Voices for Children, the Jason Foundation and many others.

Regional Directors attend many community meetings, outreach events and conferences with current and future partner organizations.

Advisory Council
The role of the Advisory Council is to advise on the implementation of the Tennessee Strategy for Suicide Prevention (hereafter referred to as “the Strategies”). In addition to advising on the implementation of the Strategies, the Advisory Council is the entity responsible for the creation and maintenance of the Strategies with the assistance of TDMHSAS and Regional Directors. Advisory Council members, Regional Directors, and volunteers, all working collaboratively on the implementation of the Strategies. The TSPN Advisory Council has established a set of By-laws to govern their activities. The Advisory Council meets three times and year and typically, the Fall meeting of the Advisory Council is accompanied by a conference.

Mission of the Advisory Council
The Tennessee Suicide Prevention Network Advisory Council shall be an independent, non-partisan, voluntary group of individuals, organizations, and agencies (public and private) who promote community awareness of the signs of suicide and intervention strategies for the prevention of suicide.
The Council’s goal is to coordinate implementation of the Tennessee Suicide Prevention Strategy, based on the National Strategy for Suicide Prevention.

The Council will work to support and accomplish the following strategies:

- Promote awareness that suicide is a public health problem that is preventable.
- Develop broad-based support for suicide prevention.
- Develop and implement strategies to reduce the stigma associated with being a consumer of mental health, substance abuse, and suicide prevention services.
- Develop and implement suicide prevention programs.
- Promote efforts to reduce easy access to self-harm or suicide.
- Implement training for recognition of at-risk behavior and delivery of effective treatment.
- Develop and promote effective clinical and professional practices.
- Improve access to and community linkages with mental health and substance abuse services.
- Improve reporting and portrayals of suicidal behavior, mental illness, and substance abuse in the entertainment and news media.
- Promote and support research on suicide and suicide prevention.

Role of the Advisory Council

The Advisory Council’s role is to advise TSPN staff on updates to and the implementation of the Strategies based on the U.S. Surgeon General’s Call to Action to Prevent Suicide/National Strategy for Suicide Prevention. With the approval of TDMHSAS, the Advisory Council will promote and engage in actions based on the Strategies at the regional and local level.

The Advisory Council serves as the collective voice of a broad spectrum of stakeholders in suicide prevention. They ensure that the Strategies are informed by a full and balanced range of experienced viewpoints invested in its mission. The Advisory Council provides a forum for review and discussion of reports from TSPN’s committees, task forces, and workgroups, as well as any promotional materials, research, and legislation, activities and projects recommended by the TSPN administration. The Advisory Council’s recommendations support the continued implementation of the Strategies and the work of the TSPN administration towards accomplishing its mission of saving lives from suicide, reduce the stigma of seeking help associated with suicide, and educate communities throughout Tennessee about suicide prevention and intervention.

The Advisory Council and TSPN Executive Director communicate on program areas, local and state initiatives, and community issues affecting the implementation of the Strategies, as well as activities and projects recommended by the TSPN administration. The sharing of information regarding aspects of TSPN and of the Advisory Council’s activities, duties and responsibilities is intended to be a collaborative process in which the roles of each entity are acknowledged, maintained, and maximized to benefit the Advisory Council’s efforts to enhance the implementation of the Strategies and TSPN’s efforts to uphold its mission.

The Strategies approved by TDMHSAS dated 12/5/21 have been approved by TDMHSAS and are available on the TSPN website. As strategies are updated and approved they will also be posted on the TSPN website.

Nomination and Recommendation

The voting membership of the Advisory Council shall include representatives of survivors of suicide loss and attempts. Members may include private health care professionals, clergy, teachers, correctional
workers, family members, nursing home workers, day care workers and advocates. The Council strives to promote cultural and geographic diversity within the membership.

New potential members of the Advisory Council are nominated by the existing Advisory Council appointees from that region. Absent any such recommendation, TSPN staff from that region will make a recommendation.

The Recommendation will include the following:

- demographic information of the candidate (name, region, mailing address, email address, cell phone number);
- Individual making the nomination and individual's contact information
- Nominee's affiliation or interest in suicide preventions
- Nominee's past employment or volunteer work in the field of suicide prevention
- Any volunteer work for TSPN events and activities
- Names of the Regional Director and Regional Advisory Council who is presenting the nomination
- Date of the TSPN Advisory Council Executive Committee meeting submitting the nomination to TDMHSAS

Recommendations will be compiled and presented in writing by the TSPN Executive Director to the Chair of the Advisory Council for review.

The TSPN Executive Director will forward the list of reviewed and approved recommendations to the Governor or designee annually in advance of the Fall Advisory Council meeting.

Appointment and Terms

The Office of the Governor of Tennessee has appointment authority over the Advisory Council. In 2022, the Governor delegated that responsibility to the Tennessee Department of Mental Health and Substance Abuse Services.

An individual term on the Council will end after three years. In order to initiate the rotation of the terms, starting in 2023, individuals will be appointed for one- or two-year terms. The desired result is that all members will be appointed to three-year terms, and one member from each region will be appointed annually.

The Appointment is not finalized until the nominee has completed the Oath of Office with the state appointment authority and has attested to comply with Title VI and with Confidentiality obligations.

Non-voting, Ex-officio members of the Advisory Council include appointed representatives of the State of Tennessee Departments / Commissions / Council / and agencies. This "Intradepartmental Group" may include representatives from the following departments:

- Tennessee Bureau of Investigation
- Tennessee Commission on Aging and Disability
- Tennessee Commission on Children and Youth
- Tennessee Department of Children’s Services
- Tennessee Department of Correction
- Tennessee Department of Education
• Tennessee Department of Health
• Tennessee Department of Human Resources
• Tennessee Department of Human Services
• Tennessee Department of Intellectual and Developmental Disabilities
• Tennessee Department of Mental Health and Substance Abuse Services
• Tennessee Department of Safety and Homeland Security
• Tennessee Department of Veterans Services
• Tennessee National Guard

Orientation of Appointed Advisory Council Members

*TSPN Statewide Orientation*

The TSPN Executive Director and the Chair of the Advisory Council greet new Advisory Council members when appointed. The Regional Director will provide and review the Orientation Manual with the new Advisory Council Member.

The Advisory Council Manual includes:

- TSPN Governance
- TSPN Region Map with Staff Contact Info
- Advisory Council Members
- Subcommittee Orientation Document
- Intra-State Departmental Group Members
- Emeritus Group Members
- TSPN By-Laws
- Robert's Rules of Order with Cheat Sheet
- TSPN Executive Statement

*Regional Orientation*

Orientation of new Advisory Council Member to the Region will be completed by the Regional Director and the Chair of the Regional Advisory Committee.

Advisory Council Sub-Committees

*Role of Advisory Council Executive Committee*

The Executive Committee conducts the necessary business of the Advisory Council in between full Advisory Council meetings. The Executive Committee oversees all activities of the Advisory Council and addresses any issues or concerns that arise within TSPN regional networks or related to Advisory Council attendance, conduct, etc.
Advocacy Committee

The Advocacy Committee shall assist the Network in making any changes to its resolutions and working with legislators on local, state, and national levels to develop and implement legislation related to suicide prevention and related mental health issues.

Outreach Committee

The Outreach Committee shall assist in the planning of any outreach activities related to the Network throughout the year and update the Network regarding activities across the state relevant to suicide prevention.

This subcommittee engages people passionate about mental health and suicide prevention as potential volunteers. It helps direct them to projects such as training sessions and awareness/outreach initiatives where they can provide hope, help, and healing to the people of Tennessee.

The Outreach Subcommittee also develops strategies for reaching specific populations, including but not limited to veterans, youth, ethnic minorities, the LGBTQ+ community, and faith communities. This outreach may involve strategies like targeted outreach events, marketing efforts, and social media campaigns.

Strategies/Outcomes/Evaluation Committee

The Strategies/Outcomes/Evaluation Committee shall assist the Network in overseeing any changes relevant to the Network’s strategies or their implementation.

This subcommittee reviews the Tennessee Strategy for Suicide Prevention and monitors TSPN’s reported outcomes to ensure alignment with the National Strategy for Suicide Prevention. The Committee discusses and amends the Tennessee Strategy as needed to align within the scope and intent of the latest version of the National Strategy. The Committee may also recommend modifications that account for emerging trends or developments in suicide deaths and attempts, mental health research, and behavioral health care. Any modifications in the Tennessee Strategy for Suicide Prevention suggested by the Committee must be approved by TDMHSAS prior to implementation.

Ad Hoc Committees

Ad Hoc Committees may be created by the Executive Committee as special circumstances arise.

Emeritus Committee

The TSPN Advisory Council Emeriti Association (more informally called the Emeritus Group) was established in 2014 to recognize TSPN Advisory Council members who had rotated off the group but still wanted to remain actively involved with Network projects and activities, and to honor Council members who had provided outstanding service to TSPN and to suicide prevention efforts within our state.

The title of “Emeritus” is given to those who have shown dedication and distinguished service to TSPN over two years and/or one gubernatorial appointment to the Advisory Council. The title of “Emeritus” may be given upon rotation off of the Advisory Council. It is not automatic, but rather it must be recommended by and approved through application procedures. Please see the TSPN Emeritus Application, still in draft form awaiting a TSPN Advisory Council vote.
Task Forces

Youth and Young Adult Task Force

The Youth and Young Adult Task Force was created to increase suicide awareness and decrease suicide rates in youth and young adults in Tennessee. Our goal is to collaborate with partners who work with youth and young adults to identify resources, comprehensive support and evidence-based programs that can be implemented across the state. The task force will work together to empower youth and young adults and build engagement among those who work with youth daily.

Faith Based Task Force

The mission of the Faith Based Task Force is to Engage, Equip, and Empower the Faith Community, leaders and congregations, and to Save Lives through Suicide Prevention, Intervention, and Postvention.

The Gun Safety Task Force

The Gun Safety Task Force was created to expand the Gun Safety Project and think about ways to better involve and outreach to the gun-owner community, as we know that nearly two-thirds of all suicide deaths involve firearms. TSPN staff and volunteers still provide gun safety literature related to suicide prevention across the state, such as gun locks with crisis line numbers and firearm purchasing checklists. Participating gun store/firing range owners receive information about how to avoid selling or renting a firearm to a possibly suicidal customer and agree to display and distribute suicide prevention materials tailored to their customers. It also distributed copies of "Suicide-Proofing Your Home: The Parent’s Guide to Keeping Families Safe" and "Steps Towards a Safer Home: A Guide to Keeping your Family Safe". These brochures provide families with recommendations such as locking up firearms in secure locations and disposing of unneeded medications.

Tennessee Firearm Safety Alliance

A relationship with TN Firearm Safety Alliance in 2019 which works to reduce firearm-related injuries and deaths through firearm safety education and promotion of responsible and law-abiding practices of gun ownership. Tnfirearmsafety.org

TSPN began providing free online suicide prevention training to Emergency Departments all across the state. TSPN staff and volunteers began providing brochures to Emergency Departments, as well, including brochures covering how to help a suicidal patient, how to help the family of a suicidal patient, and how to help Emergency Department staff in suicide prevention awareness and efforts.

Farmers Suicide Prevention

This task force, an appointed task force created and approved by the TSPN Advisory Council on April 5, 2018, will hereto partner with the Tennessee Department of Agriculture. With this partnership, the Task Force will work to proactively address the issue of suicide in Tennessee. The task force will meet to create and carry out action items to best help the at-risk population of Farmers. By employing the expertise of those listed below, to be invited to this initial task force, it is the hope that this effort will expand to other entities throughout the state, creating atmospheres of safety and suicide awareness for Tennessee’s Farmers.

First Responders Task Force

The mission of the First Responders Task Force is to address First Responder suicide in our state, with the goal of reducing suicides, through prevention, intervention, and postvention efforts. This group will serve to unite First Responder organizations throughout Tennessee towards the goal of suicide
prevention. The First Responders Task Force will meet to create and carry out action items to support the first responder population at-risk of suicide.

Medical Examiners Task Force
The intended goals of this task force were mostly research-based. Through this task force’s work, we looked into the legislation of other states and their fatality review boards, researched whether or not other states had fatality review boards for adults, and explored other states’ legislation regarding oversight and mandated trainings of medical examiners and coroners.

Higher Education Suicide Task Force
The Tennessee Higher Education Suicide Prevention Task Force was an appointed task force created and approved by the Tennessee Suicide Prevention Network (TSPN) Advisory Council on June 8, 2017, which served to unite colleges/universities throughout Tennessee towards the goal of suicide prevention. The task force met to create and carry out action items to best help the at-risk population of college students. Colleges and universities pose a unique problem for suicide prevention/intervention/postvention efforts.

Veteran’s Task Force
This task force, an appointed task force created and approved by the TSPN Advisory Council appointed by the Governor on June 8, 2017, and partnership with Tennessee Department of Veteran Services, will hereto serve to unite veteran serving organizations throughout Tennessee towards the goal of suicide prevention. The task force will meet to create and carry out action items to best help the at-risk population of veterans. Veteran serving organizations and other agencies serving Veteran population pose a unique problem for suicide prevention/intervention/postvention efforts. By employing the expertise of the appointed task members, it is the hope that this effort will expand throughout the state, creating cohesive safe spaces throughout Tennessee. As the initiative grew, it has received more support and is now part of the Governor’s Challenge.

TSPN Staff Education
In general, TSPN staff will have the following required trainings within a few months of employment.

- SafeTalk
- TAADAS orientation - generally speaking, within 6 months of hire.
- Adverse Childhood Experiences
- Question Persuade Refer Suicide Prevention – CALM

Other trainings may be assigned as needed, such as

- Youth and Adult Mental Health First Aid
- Sources of Strength
- Be the One
- Applied Suicide Intervention Skills Training
- See other training offerings on the QPR webpage.

QPR Recertification (Ideally)
Designated TSPN Staff Member/s would notify QPR Instructors 30 days prior to certification expiration.

Within notification, TSPN Staff Member would send the below message attaching the Recertification Notice (Word Document) found at:
“If you are receiving this email, I have been notified that your QPR Instructor certification needs to be updated. If you currently offer QPR sessions and are interested in recertifying, please let me know. All I need is the attached form to be completed.”

Once the QPR Instructor completes and returns the Recertification Notice, the designated TSPN Staff Member will send the Recertification notice to QPR Institute. QPR Institute will issue an invoice for the recertification. Once received, the TSPN staff person will complete the appropriate financial forms and send to supervisor for approval. After the TAADAS financial office pays the invoice, the QPR Instructor will be considered recertified.

Active and Current Certifications
Staff will keep certifications current in order to train the courses. Please refer to the policies below for more information about Staff Training Plans and Staff Development.

Refer to Policies
3.03 Staff Orientation and Training Plan
3.09 Staff Development

Online and Interactive Communications
TSPN has both an interactive and an online presence in the community.

Roster of Volunteers and Partners
Each of TSPN staff's regional contacts will be recorded on Constant Contact, with which we communicate to all volunteers and partners. It is imperative that the Constant Contact address list remain up-to-date to ensure no email address is lost when there is staff turnover.

Monthly Newsletter
The monthly newsletter Call To Action lists future trainings, highlights trainings and Regional meetings from the past month, inspirational message from Advisory Council and/or Staff; links to resources, recognition of donors and sponsors, and a "Tile of the Month" from the Suicide Wall.

Regional Directories
The TSPN Grant mandates that the Regional Directories be updated annually and posted on the TSPN website. The Regional Directories include data on Suicides in TN, information on how to assess if someone is suicidal, support for survivors, community resources for veterans, youth, and the elderly, local facilities which offer inpatient and outpatient mental health services, online resources, regional health departments, and opportunities to get further training.

Requests from the Media
The Executive Director of the Fiscal Agent is the only person who can respond to media inquiries. The Executive Director can delegate media responses to staff and Advisory Council members, but any delegation of such tasks should be documented. While management staff can be spokespersons for their programs, they must seek Executive Director of the fiscal agent approval for any contact with the
Staff shall be informed of appointments with media reporters to come on site and they will not be required to participate in any media activities. *(Personnel Policies, 3.08)*

Multiple brochures are available on the website such as
- A Friend’s Guide to Suicide Prevention
- Saving African American Lives
- Bullying and Suicide
- Saving College Student Lives
- Saving LGBTQ+ Lives
- Gun Safety Rules
- Saving Middle-Aged Adult Lives
- Saving Older Adult Lives
- Saving Lives on Social Media
- Steps toward a Safety Home
- Substance Use and Suicide
- Suicide Proofing Your home
- Saving Teen and Young Adult Lives
- Saving Veteran Lives
- Saving Farmer Lives
- Who We Are: TSPN
- Tennessee Farmer Suicide Prevention: Cultivating Hope
- Suicide Screening - CSSR

**Trainings in the Community**
TSPN offers several free suicide prevention training programs to professionals and the general public, available to schools, civic groups, churches, and businesses. All volunteers and staff must have an active, current certification in the training offered. Trainers may not facilitate sessions if their certification has lapsed.

The consistent process for reporting key measures from the training (dates, topic, number of participants, surveys) is in development and expected to be in place by 7/1/23. The training listed below may be offered to comply with the grants awarded to TAADAS, listed in the "Grants Management" section.

Below is a brief description of the trainings TSPN offers.

**“Question, Persuade, and Refer (QPR)”** is an evidence based one to two-hour gatekeeper program that equips attendees with the skills to ask the question about suicide, persuade someone to stay safe, and refer the individual to resources in their Area. There are many other QPR trainings listed on the QPR website which TSPN staff may attain certification.

**“QPR TRIAGE”** is a one-day interactive course teaches participants how to interview potentially suicidal persons, determine immediate risk of suicide, and help reduce the risk of a suicide attempt or death through a safety planning and referral process.
QPR Institute

**“Applied Suicide Intervention Skills Training (ASIST)”** is an evidence-based training is a two-day face-to-face workshop featuring audiovisuals, discussions, and simulations. At
ASIST workshop, attendees learn how to prevent suicide by recognizing signs, providing a skilled intervention and developing a safety plan to keep someone alive. The workshop is for all caregivers (any person in a position of trust). This includes professionals, paraprofessionals and lay people. It is suitable for mental health professionals, nurses, physicians, teachers, counselors, youth workers, police and correctional staff, school support staff, clergy, and community volunteers.

"Living Works Program" is a comprehensive, coordinated and integrated approach to suicide prevention which involves the entire community. Living Works creates learning experiences that help communities prevent suicide and assist life. Living Works online training “START” teaches trainees to recognize when someone is thinking about suicide and connect them to help and support.

“safeTALK,” is a four-hour face to face training featuring presentations, audiovisuals, and skills practice. At a safeTALK workshop, participants learn how to prevent suicide by recognizing signs, engaging someone, and connecting them to an intervention resource for further support. This training is similar to QPR but longer and a bit more in-depth. safeTALK is not necessary to complete before ASIST, but it is recommended that those interested in completing an ASIST training first complete a safeTALK training.

“The Columbia-Suicide Severity Rating Scale “(C-SSRS) is rapidly becoming the national and global standard in suicide risk assessment, proving more effective than other screening mechanisms previously introduced. C-SSRS is the only screening tool that assesses the full range of evidence-based ideation and behavior items, with criteria for next steps (e.g., referral to mental health professionals); thus, the C-SSRS can be exceptionally useful in initial screenings. Additionally, no formal mental health training is required to administer it.

This training consists of the Tennessee Commission on Children and Youth’s “Building Strong Brains” curriculum with added suicide prevention content. This training describes how early childhood trauma affects brain development and increases a person’s risk of suicide later in life.

“ACEs Training” is provided by TSPN in coordination with the Building Strong Brains: Tennessee ACEs Initiative, a major statewide effort to establish Tennessee as a national model for how a state can promote culture change in early childhood based on a philosophy that preventing and mitigating adverse childhood experiences, and their impact.

"Youth Mental Health First Aid" is a training under the Mental Health First Aid USA umbrella, managed by the National Council for Behavioral Health. This training is designed to teach parents, health and human services workers, and other caring citizens how to help an adolescent (ages 12-18) who is experiencing a mental health or addictions challenge or is in crisis. YMHFA is primarily designed for adults who regularly interact with young people. The course introduces common mental health challenges for youth, reviews typical adolescent development, and teaches a 5-step action plan for how to help young people in both crisis and non-crisis situations.

"Be The One" The Department of Health has given grant funding to recruit businesses interested in "Be the One" to the Department of Mental Health and Substance Abuse Services by providing the department with the name and contact information of interested businesses. Spread the word about suicide prevention and show how we can all take action and make an impact in someone’s life. Share
#BeThe1 To’s 5 action steps, as well as resources, tips and messages throughout National Suicide Prevention Month and beyond. TSPN supports this initiative and refers businesses and others to participate in the training.

Confidentiality
Confidential information may emerge during conversations in one's affiliation with TSPN, because of disclosure by the meeting or training participant, family, information from attending a Child Fatality Review Board; an Overdose Review Board, etc. Any continued acknowledgement of such details or suppositions should not be referred to in your professional role.

- Aggregate data, such as "% completed suicides under age 18 in TN" is not an example of specific information but of a larger data set and may be repeated accurately.
- "Jon was found hanging and had a movie playing that was a favorite of his and his sister's" is too much detail.
  - The statement above indicates the name, method of suicide, emotional information about the relationship with his sister, and a description of the surroundings.
  - Unless that information is in the public domain, such as a newspaper or news source (not social media), it should not be repeated by TSPN Staff or Volunteers.

Speak about any event as reported in the newspapers or other news source, but further details may be untrue or unknown by some in the community and may cause harm to a friend or family member who is in your audience.

Information about the mental health needs and history of events of staff, volunteers, and participants is also considered confidential. All representatives of TSPN must maintain the confidentiality of information entrusted to them by TSPN, volunteers, and event participants except when disclosure is authorized by management or required by laws or regulations. Confidential information includes all non-public information in any form (written, oral, or electronic) that might be harmful to the agency or individuals if disclosed.

An important part of confidential information consists of medical records and medical information about event participants and Volunteers. The release of any medical records and/or medical information may constitute a violation of state and federal law. The improper or unlawful release of any medical records and/or medical information will not be tolerated under any circumstance. The obligation to preserve confidential information continues even after a Volunteers' relationship with TSPN ends.

Postvention
Postvention for TSPN staff includes a generic referral and support environment. We can provide information to the school / agency, a compassionate ear, and suggestions for where to look for other resources. We are able to provide referrals and offer any of our trainings as a part of postvention. We may offer such publications as A Handbook for Survivors of Suicide, Suicide Postvention Guidelines; and Youth Postvention. TSPN will refer those interested in clinical postvention/debriefing to other qualified entities.
**Regional Meetings**

Regional Network meetings will be convened by the TSPN Regional Directors in collaboration with the Advisory Council members appointed from that region. The Regional Networks will report local activities at each subsequent Council Meeting.

Regional Networks are encouraged to bring ideas, concerns, and issues to the attention of the Council at their earliest opportunity. Regional Networks will not implement any programs or goals that are inconsistent with the broader Council goals or are not approved by the state. Regional Network members shall report on the Council goals and programs at each regional meeting.

Regional Networks are encouraged to recruit volunteers in their regions to work on programs or events. Volunteers can be recruited from training sessions or other events and/or activities. These volunteers may express an interest in becoming future Advisory Council members; as such, their interest and involvement should be noted for potential Council nominations.

**Communications with Volunteers and Publication of Meeting Dates**

- Use Constant Contact to communicate with regional contacts. It is imperative that the Constant Contact address list remain up-to-date to ensure no email address is lost when there is staff turnover.
- Notify volunteers and partners about the regional meeting at least one week in advance. Include minutes of previous meeting in the notification and tentative agenda items.
- Regional meeting dates for the calendar year will be established by the TSPN Regional Director and the regional members annually.
- Meeting dates will be available at tspn.org on the Events Calendar and published in the TSPN monthly Newsletter.
- Regional meeting dates will be noted on the Regional Meeting Agendas, at the bottom of the document.

**Process and Agenda to Conduct a TSPN Regional Meeting**

- Meet with the Regional Chair at least once before the meeting to review and discuss agenda items.
- Each TSPN meeting will follow Robert’s Rules of Order for small meetings
- Agenda:
  - Document date, time, attendance, location / phone / Zoom
  - Welcome by TSPN Regional Chair
  - Introductions of TSPN Regional Chair, Regional Director and Members
  - Approval of Minutes
  - Topics of Discussion during the meeting *(the topics in italics are not required to be addressed, but are opportunities, if appropriate, in the region)*
    - Updates compiled by the Executive Director from Shared Files may include:
      - Staff updates in positions
      - Promotion of upcoming trainings
      - Announcements of future conventions
      - Community news about suicide prevention events
      - Developments in policy at the state level
  - # Trainings and Individuals Trained/# events and outreach & number reached in Region since last meeting
• Upcoming trainings, conferences, and events (Who is working them-TSPN or Volunteer needed?)
• # Postventions in Region
• Statewide News & Activities (Check TSPN Update)
  • Legislation
  • TSPN Task Forces
  • TSPN Statewide Events/meetings
  • Newly created flyers from Central Office (share screen or have some copies printed)
  • TSPN Newsletter (share screen or have some copies printed)
  • Other announcements
• TSPN Reports from other meetings attended
  • Health Councils
  • Region Planning & Policy
  • Child Fatality Review Boards
  • Other meetings
• Implementation of TSPN Strategies - TSPN Regional Chair
  • Members report on any activities past, present, future, related to TSPN Strategies
  • New Business - TSPN Regional Chair
  • Any needed “Thank You’s” to be signed by Regional members and TSPN Regional Director TSPN Regional Chair
• Open Discussion - Regional Chair
• Upcoming events and training opportunities by Members
• Member Announcements
• Goals, Tasks, Follow Up Items for Next Meeting
• Next Meeting Dates:

After the Regional Meeting
• The TSPN Regional Director will add new Regional Members to Constant Contact list to ensure new participants receive future correspondence.
• TSPN RD takes the minutes of each regional meeting or provides an alternate. Regional Directors are responsible to ensure minutes are taken and distributed. Every effort should be made to complete and send the minutes of the meeting within 5 working days of the meeting.
• Once the minutes are complete, the TSPN RD will send those minutes to the Regional Chair and other members for approval/corrections.

Coordination and Compilation of Data Collection
Coordination and Collaboration
In addition to the training we offer, we often participate in meetings that may be of interest to one of our colleagues, such as the need for SoS training is identified during a Regional Meeting. Or perhaps Essence and Zero suicide is discussed at a QPR training.

This is an opportunity for coordination in data collection. Even if a topic is brought up that is not in your primary domain, please report it for data collection purposes and loop the other person in to expand our services. In this way, we will all get credit for the work TSPN does - a TEAM effort.
Report participation
Report participation in the following types of meetings as coordination and collaboration efforts:

- County and/or Region coalition meetings.
- Health Council meetings
- Prevention Council meetings
- Anti-Drug Coalitions
- Child Fatality Review Boards
- TSPN Regional Meetings
- Networking meetings with community stakeholders (schools, other agencies, first responders)
- TSPN Task Force meetings (can be entered per region/TSPN team member)
- Meetings you attend in which you represent TSPN

Pre and Post Tests
Pre and Post Test administration is a requirement of our TDMHSAS and DOH grants. We are required to keep the Pre and Post Tests for at least a year after the event.

One goal of the federal government is to show evidence that participants in the course are LEARNING something. Pre and Post Test administration and analysis of the data is the method that the federal government has chosen to demonstrate that the money they are spending is going to good use and will ensure continued TSPN funding.

Regional Suicide Prevention Awards
The Regional Suicide Prevention Awards were established by TSPN co-founders Madge and Ken Tullis to recognize innovations and excellence in Tennessee’s suicide prevention awareness movement.

Each year, TSPN’s eight regional networks take nominations for their Regional Suicide Prevention Award who is usually recognized at that year’s local Suicide Prevention Awareness Month event. One of the Regional Suicide Prevention Award winners receives the statewide Madge and Ken Tullis, MD, Suicide Prevention Award. The recipient of the award is recognized at the Suicide Prevention Awareness Day event and receives a plaque recognizing their contributions to suicide prevention and awareness. A donation is made to TSPN by Madge and Ken Tullis in honor of the recipient, and the recipient’s name is added to a plaque listing previous winners, currently displayed at the TSPN central office.

Nomination Process and Eligibility
- Individuals from each TSPN region may send nominations for their Regional Suicide Prevention Award to the TSPN central office by e-mail (tspn@tspn.org) ahead of that year’s regional deadline.
- The recipient must be a single person or couple (including two people working on a single project) residing in the state of Tennessee

Recent awards have included: Intra-State Departmental Suicide Prevention award; Media Awards; Community Partner Awards; Suicide Awareness and Prevention Award.

Suicide Prevention Month and Awareness Day
The Outreach Committee assists in the planning of outreach activities related to the Network throughout the year.
The Regional Directors and the Advisory Council members collect the Suicide Prevention Awareness Month proclamations from city and county governments.

**Contacting Officials to Obtain September Suicide Prevention Month Proclamation**

Contacting your local elected officials to secure a September proclamation can seem like a challenge but it can be a great form of advocacy for your region. Most County and City Mayors are more than happy to sign a September proclamation highlighting suicide prevention month. It provides a great opportunity to answer questions surrounding mental health and how to prevent suicides in their area.

Below is a list of suggestions for how to get a September proclamation signed.

1. Most county and cities have on their websites a section for uploading a proclamation. The county/city website is your best source for information on how and who to contact for a proclamation.
2. Ask your region if they have any local contacts to help secure a proclamation. Your regional members have been responsible for securing proclamation and may have contact information to help begin the process.
3. If the two options above do not work for you find out when your desired region's next city council or county commission meeting is and attend them. *But before step 3 is go through your county and city offices to secure a September proclamation.*

**Memorials**

**Love Never Dies – Survivors of Suicide Quilt**

The “Love Never Dies” memorial quilts are dedicated in order to personalize and humanize the problem of suicide.

The “Love Never Dies” quilt project began shortly after the Suicide Prevention Awareness Network (SPAN USA) 10th annual National Awareness Event in Washington, DC. Delegates from the Network noted that Tennessee was one of the few states represented that did not have an official statewide survivor’s quilt. While local survivors’ groups across the state had quilts of their own, there was no quilt project that effectively represented all survivors across the state.

Such a quilt was deemed necessary to personalize the phenomenon of suicide, demonstrating to the community at large that suicide is not some abstract social phenomenon, but a legitimate public health crisis that affects many people within a given community.

The Network resolved to develop statewide quilts for use at local and national public awareness events and formed the Quilt Committee to handle all aspects of the quilt project, including recruitment of survivors for participation, logistics and design, handling submitted panels, and assembly of the quilts themselves.

The first of the Tennessee Memory quilts made its official debut at the Suicide Prevention Awareness Day observance at the State Capitol on September 13, 2006. Two others debuted during TSPN’s Suicide Prevention Awards Dinner and Symposium on September 18, 2008, and each subsequent year has seen the dedication of at least one more quilt.

Additionally, another quilt was developed in 2011 by the Left Behind By Suicide support group out of Centerville, in coordination with the Hickman-Perry County Suicide Prevention Task Force. TSPN has
been granted ownership of a quilt from the Crisis Intervention Center (now part of Family and Children’s Services), assembled by a suicide support group operating out of the Crisis Intervention Center in the 1990s.

The “Love Never Dies” Quilts are an ongoing project of TSPN, and its Quilt Committee will be accepting submissions indefinitely.

The International Suicide Memorial Wall
The International Suicide Memorial wall was originally begun in Columbia, Tennessee and dedicated on April 26, 2006. It was later moved to Nashville, Tennessee and re-dedicated on May 17, 2019. It’s our hope that people who request memorial tiles to be put on the wall will be comforted knowing that their loved ones will be at a place where they will be honored and cared for. We also hope that the wall helps plant seeds of compassion in the hearts of visitors, seeds that may develop into a commitment to understanding suicide and finding solutions.

Memorial tiles are available for $5 with duplicates available to send to you for $10 each. If you wish to order a tile, please fill out the form below. If you have any questions, send them to Karyl at karylofcolumbia@cs.com.

Survivors of Suicide Loss Events
Statewide and local events are held in all three regions of the state in the fall. Special activities are planned to help those who attend to connect, receive support, and memorialize their loved ones. Activities may include Support Groups, Candle Lighting Ceremonies, displays, and honoring the lives of those who died by suicide.

Several “Love Never Dies” quilts may be displayed. The people represented on the quilts honored. Information about the International Suicide Memorial Wall will be presented with the most recent memorial tiles added on display. The annual Reading of the Names on the wall will also be acknowledged.
Students and Interns

Interns and Students are tomorrow’s workforce. TSPN is excited to help participate in their education by teaching about suicide prevention, learning administrative tasks, and putting policy into action. A list of general guidelines for Interns is below, but each school may have specific requests that are listed below.

- Communicate with school to register as a potential field placement
- Ensure that TSPN staff have the credentials that the school requires as a supervisor
- Carefully review the agreement with the school to ensure TPSN can meet their requirements
  - Ensure student signs Title VI compliance form
  - Document supervision as requested
  - Complete evaluation of student as requested
  - Meet with Field Director of Faculty Advisor as requested
  - Complete Education Plan as requested by the school
  - Keep copies of agreements with school, supervision, evaluation, meetings with Field Director or Faculty Advisor.
- Obtain assurance that the school has done all background checks and basic education and that the student is covered by the school’s insurance (should be covered in contract with the school)
- Proof of flu, Covid, or other vaccinations may be requested

Possible List of Trainings, Activities, Tasks, Events for Students

Below is a list of ideas of trainings, tasks, or events that may be considered if the student is required to have a specific plan for the internship:

**Student may review:**
- Overview of TSPN Structure
- Review TSPN Brochures and Flyers
- Review TSPN Website

**Student will attend / participate in some of the following trainings:**
- Title VI training at orientation (required of all students)
- TSPN Regional Meetings
- CSSRS Training
- CALM Training
- The Ripple Effect Film
- Resilience Film
- QPR Training
- C-SSRS training
- FrameWorks Institute Training
- ACE’s training
- ASIST Training
- Survivors of Suicide Loss support group meeting
- Student will conduct a suicide prevention presentation (not a training)

**Tasks and Events:**
- Student will assist task instructor in submitting data on trainings. Student will review the standards of the grant that are met by the submission of data.
• Student will interview at least 2 people with lived experiences of suicide loss
• Weekly meetings with TSPN Staff to discuss internship goals, questions, and expectations.
• Attendance at local regional and county task force meetings.
• Attend various meetings with TSPN staff as scheduled, including the Advisory Council meetings and/or retreat.
• Support central office projects.
• Assemble training folders (QPR, ASIST, AMSR, etc.) and outreach packets (Gun Safety Project/ED).
• Attend and host tables at conferences and exhibits; also Behavioral Health and/or Suicide Prevention Days on the Hill as timing of internship permits.
• Work with assigned Regional Directors for trainings and support needs.
• Student will attend TN Day of Hope, Day on the Hill or other community advocacy opportunities.

988 Crisis Phone and Text Line
TSPN promotes and supports all 988 materials.

The 988 Suicide & Crisis Lifeline (formerly known as the National Suicide Prevention Lifeline) offers 24/7 call, text and chat access to trained crisis counselors who can help people experiencing suicidal, substance use, and/or mental health crisis, or any other kind of emotional distress. People can also dial 988 if they are worried about a loved one who may need crisis support.

When someone texts to 988, they are responded to by a group of Lifeline crisis centers that answer both chats and texts. This service will expand over the next few years to increase local and state level response. Once you are connected, a crisis counselor listens to you, works to understand how your problem is affecting you, provides support, and shares resources that may be helpful. Currently, texting is available in English only.

Grants Awarded to TAADAS for Suicide Prevention and Related Activities
TDMHSAS has awarded a grant to TAADAS to provide administrative oversight to TSPN. In addition to the TSPN grant, TAADAS has been awarded other grants to enhance suicide prevention efforts in Tennessee. Compliance with the grants awarded to TAADAS includes training that TSPN staff are already qualified to provide. Listed in the "TRAININGS" section below. As of 3.10.23, the list of grants awarded to TAADAS for suicide prevention include:

Zero Suicide
The Department of Health has given grant funding to provide at least 5 one-hour informational sessions on the Zero Suicide initiative in rural areas. The foundational belief of Zero Suicide is that suicide deaths for individuals under the care of health and behavioral health systems are preventable. For systems dedicated to improving patient safety, Zero Suicide presents an aspirational challenge and practical framework for system-wide transformation toward safer suicide care. The focus for these services is participants in the rural areas of Tennessee.

ESSENCE
The Department of Health has given grant funding to coordinate and track prevention activities being done in response to weekly ESSENCE alerts across the state and to provide education about the
ESSENCE Alert System to hospitals, emergency department staff, community organizations, and individuals in rural communities across the state. Create subcontracts with 4-6 rural county health councils to develop and implement a response to weekly ESSENCE alerts received for that county and to ensure suicide prevention activities highlighted within the ESSENCE rapid prevention response plan are being completed in those counties after an ESSENCE alert has been received for the county. QPR Gatekeeper training will be offered to a wide variety of audiences.

Source of Strength
The Department of Health has given grant funding to implement, assess, and report successes, challenges, and barriers reported by elementary schools, middle schools, high schools, and post high school based on fidelity to the Sources of Strength model. Strength and evidence-based, comprehensive wellness program that focuses on suicide prevention but impacts other issues such as substance abuse and violence. The program is based on a relational connections model that uses teams of Peer Leaders mentored by Adult Advisors to change peer social norms about help seeking and encourages students to individually assess and develop strengths in their life.

TLC - Support
This Tennessee Department of Mental Health and Substance Abuse Services grant authorizes TSPN to provide Gatekeeper training for agencies across the state. The TLC-Connect 2 program is a statewide early intervention and prevention program designed to reduce suicides and suicide attempts for youth and young adults ten to twenty-four (10-24) years of age. The TLC-Connect2 program has three (3) components: a services component; a training component; and an evaluation component. TSPN has a grant for the Training Component.

LivingWorks / Asist Suicide Prevention
The Tennessee Department of Health has provided grant funding to train individuals on the ASIST suicide prevention gatekeeper training, or other approved LivingWorks evidence-based programming and training.

Participants who request CEU for trainings offered by TSPN:

- Trainer or Designee must submit information about 4-6 weeks prior to the training as below:
  - Collect training information such as Bio of the presenter, course description, goals, course objectives, slides, length of training, handouts and evaluation for the training.
  - Breaks and lunch are not included with the hours for each training.
  - Submit training information for approval to the local college application at least 4-6 weeks before the training.
  - Once approved, the participant will submit the fee to the local college and they will send out a certificate.
  - Submit the required fee to provide trainings with the paperwork which covers 2 years.
  - Post the certificate once approved to provide trainings.
  - There is an additional fee to add trainings to the portfolio.

Preparation for Audit:
- Remember to save a copy of the approvals with each training.
- Remember to follow the requirements when giving out certificates.
• Maintain a sign in sheet for each training.
• Once approved to provide trainings, maintain information and certificates for audits.
• Submit training information as indicated above to TDMHSAS, Tennessee certification Board and CPRS for approval every year.