

# Handle with Care

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*Indiana Department of Health*

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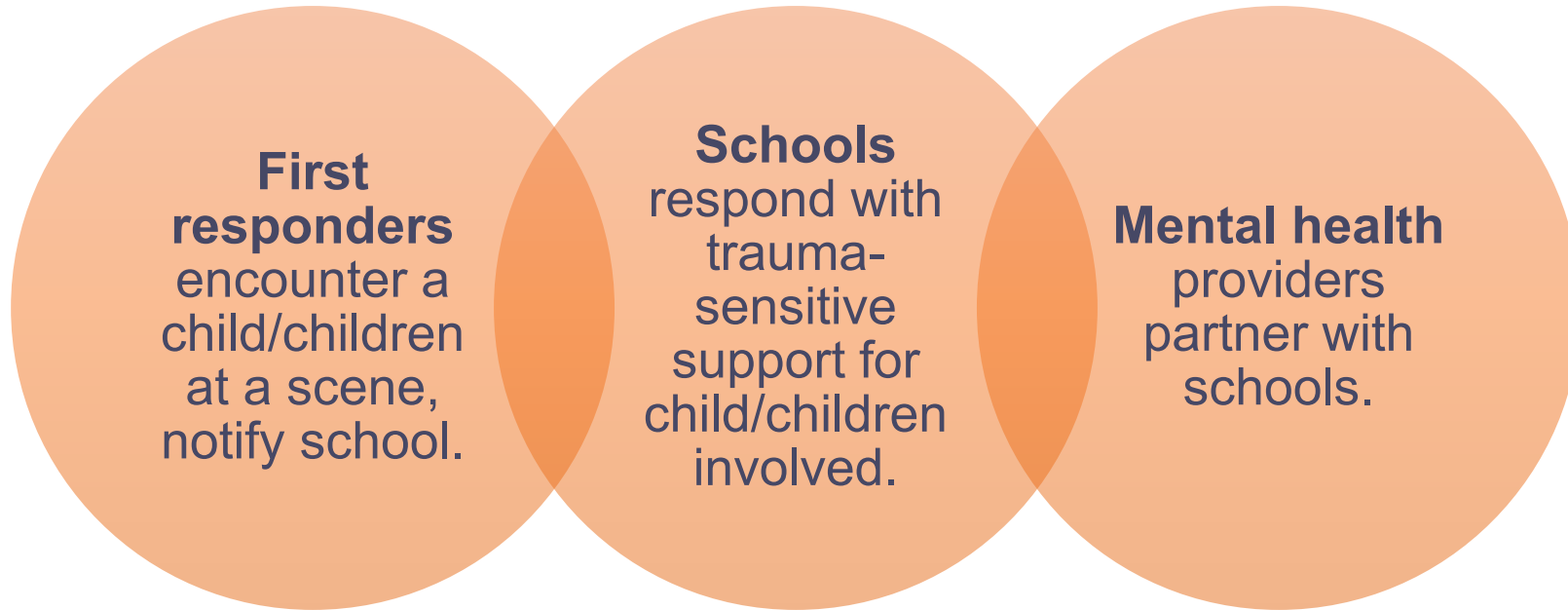


# About *Handle with Care*

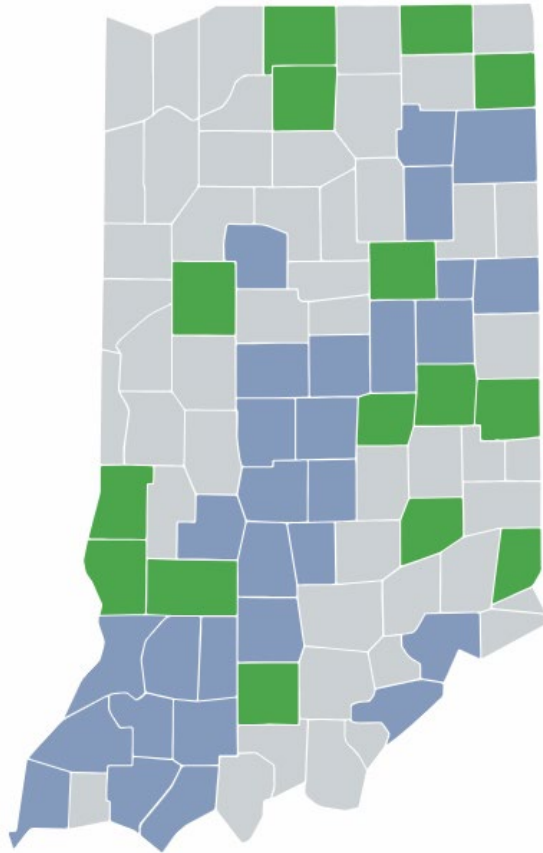
The *Handle with Care* program enables law enforcement to send a confidential notification to a child's school when they have been at the scene of a potentially traumatic event, providing a “heads-up” to the school to allow them to provide trauma-sensitive support.



# Handle with Care



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- **2013:** Piloted in WV
- **2015:** Statewide in WV – WV State Police
- **2020:** Becomes an IDOH-led initiative
- **2021:** Piloted in Richmond Community Schools
- **Current efforts:** Expansion across state
  - 17 counties, 41 school districts
  - 25 counties interested or planning

# Handle with Care

- Start the conversation
  - IDOH technical assistance
- Identify champions
- Establish a plan
- Prepare with trainings
- Gather resources
- Commit to regular meetings

Action	Assigned for	Due date
<b>Implement the Program and Train Key Personnel</b>		
Communicate with your organization's staff members about the HWC program, the notification flow and the goals of the program.	Each member	
	Full team	
	Each member	
	Each member	
	Each member	
	Each member	
	Each member	
	Full team	
	Full team	
	Lead agency	
	Full team	
	Lead agency	

**Handle with Care Implementation Plan**

This document is intended to guide Handle with Care stakeholder teams while planning the implementation of a new Handle with Care program.

**Team Members**

Lead Contact: \_\_\_\_\_  
 Law Enforcement: \_\_\_\_\_  
 School Personnel: \_\_\_\_\_  
 Mental Health Provider: \_\_\_\_\_  
 Additional Stakeholder(s): \_\_\_\_\_

Action	Assigned for	Due date
<b>Start the Conversation</b>		
Identify community contacts for the participating school district, local law enforcement agency, fire department, EMS and mental health agencies.	Lead contact	
Educate contacts on the Handle with Care program and how it helps children succeed.	Lead contact	
Collect commitment documentation from partner organizations (memorandum of understanding (MOU), letter of support, etc.)	Each member	
<b>Create a Group and a Vision</b>		
Set a regular meeting time (at least monthly).	Full team	
Establish general roles and responsibilities for each organization and contact.	Full team	
Determine how to measure program success, and set program goals.	Full team	
<b>Establish Notification Flow</b>		
Establish the general notification flow for the HWC Care program.	Full team	
Identify who will be responsible at each step of the process.	Full team	
Identify the necessary tools needed to ensure that notification flow is successful.	Full team	
Create any forms/documents needed for your flow.	Full team	
Consider how the notification flow will be monitored to track goals of the program.	Full team	
Work within your organization to create or modify any policies, procedures and forms that may be impacted by the HWC program.	Each member	
Confirm organizational commitment to implement the flow.	Each member	

# Thank you!

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