Implementation Guide for Ohio High Schools

1.0 Introduction

This document is intended to assist school staff in implementing the At-Risk for High School Educators training in individual schools. Your school has chosen to use At-Risk because this training could be a critical link to helping students to graduate, get connected to early treatment of a mental illness, or even avert a suicide.

As a tool of primary prevention and early intervention, At-Risk aims to increase the number of trained staff in the school building and, as a result, enhance the likelihood that a student in distress will be identified. Training staff not only holds promise for improving health and academic outcomes for individual students but improving school climate and enhancing the safety of the overall community.

At-Risk for High School Educators is a free online, interactive gatekeeper training simulation designed to prepare high school teachers and staff to 1) recognize the common indicators of psychological distress and 2) approach an at-risk student to better connect them to appropriate support services. For a full description of the training go to: http://highschool.kognito.com/ohio and click on the **ABOUT** tab.

2.0 Choosing an Implementer

Superintendents and principals are ideal champions of the program because their involvement signals the importance of the program. Often, however, the "point person" for the training will be a counselor, student services director or other staff member who becomes familiar with the "makes it happen." It might also be a parent or a staff member from a community-based health organization that is linked to the school. The implementer will gain familiarity with the course as well as with the outreach tools that are available and easily customized to the needs of the school (See section 6 below). **The Implementer for your school should read this document, establish goals for success, and consider the best format and timing for implementing the training**.

3.0 How to Enroll Your School

Access to this program is free for educators, but schools must first register to activate the training for staff. To enroll your school, go to: http://highschool.kognito.com/ohio and click the Enroll School button. Fill out the brief online form and you will be notified when your school is ready to participate. Any staff member can enroll the school, but it's best if administrators are supportive.

4.0 How to Access the Training

Once the school is enrolled, staff can access the training as follows:

1. Go to the course page: http://highschool.kognito.com/ohio
2. Click the **ACCESS TRAINING** tab in the center of the page.
3. Use **ENROLLMENT KEY ohio345**

Individual users create a personal account that enables each one to take the training (completion takes about an hour) in one or in more than one session. The course registers the users progress, so it will resume at the point it was suspended.

Once users complete the course, they can download and print a certificate of completion and take the post-training survey.

Technical support is provided by email, usually within minutes but always within 24 hours on business days. For technical issues, users email: support@kognito.com

5.0 How to Implement At-Risk in Your School

Unless otherwise directed by state or district regulations, each school leader will select his or her own way of implementing the training. Schools will receive periodic status reports from program administrators that indicate how many staff have taken the course.

While each school is different, and different states and districts have different professional development protocols, here are a few suggestions of implementation approaches that have worked in the past:

Implementation Model	What you'll need (see description of resources in next section)
In-Service Training: set aside time for teachers and staff to take the training in school during a professional development time slot. Each learner will need access to a computer. If the PD requirement is two hours, staff spends the first hour taking the training and the second hour in a discussion. You may want to take this opportunity to review your school's referral policies and procedures as well as refreshing understanding of the school's crisis plan.	- computer access for each learner - course url and enrollment key

Independent Professional Development: in some locations principals give their staff the option to take the training at their convenience and count the completion (verified by certificate awarded at the end of the training) toward annual professional development requirements. Some state departments of education may have a process for approving the training for PD or CE credits.	- learners access course from school or home computers - course url and enrollment key - presentation slides for staff meeting - flyer for mailboxes - email template - poster for staff–only areas
Voluntary Participation: schools can offer the course to staff to complete on a voluntary basis emphasizing the benefits to students, school climate and community.	- learners access course from school or home computers - course url and enrollment key - presentation slides for staff meeting - flyer for mailboxes - email template - poster for staff–only areas

Implementers should aim to have staff complete the training within a semester after enrolling in the program. If implementing in either the independent PD or voluntary models, best practice is to give learners a specific window of one-to-several weeks to complete the training.

6.0 Course Outreach and Promotion Resources
After registering to use the program, schools can access a wide range of marketing resources to use in reaching out to school staff and relevant stakeholders.

Download Resources at http://highschool.kognito.com/ohio

Resources for School Implementation

Email Language Download sample language to invite teachers and staff to take the training.
Website and Newsletter Language Download sample language about the program for inclusion in your school's staff Website or newsletter.
Presentation Slides Download and customize slides to use in a staff meeting.
Flyer (8.5" x 11") Download, customize and print this flyer (b/w or color) to inform staff about the training and how to access it.
Poster (11" x 17") Download, customize, print this poster for use in teachers lounge or other "staff-only" locations.
Link to Trailer (90 seconds) Share this link to the course homepage – http://highschool.kognito.com/ohio with potential learners or community members so they can view a brief narrated video "trailer" about the program.

> **Press Release Template**
> Download and modify this press release to let local media and community members know about your school's participation in this program to support vulnerable youth.

7.0 Recognition Program for Schools

To recognize and commend the efforts of educators to support youth in distress, schools will receive a certificate of appreciation after reaching any of four levels of staff participation in the At-Risk training.

Level 1: Bronze = 10% of staff trained
Level 2: Silver = 50% of staff trained
Level 3: Gold = 75% of staff trained
Level 4: Platinum = 100% of staff trained

Certificates and e-badges are provided by the Ohio Suicide Prevention Foundation.

8.0 More information about the Ohio Suicide Prevention Foundation

At-Risk for High School Educators is being made freely available to Ohio high school educators by the Ohio Suicide Prevention Foundation's Campaign for Hope – Youth Suicide Prevention Initiative. More information about the program is available from OSPF Community Liaison, Deborah Chambers, deborahchambers@ohiospf.org; tel. 614-597-1500.

The Ohio Suicide Prevention Foundation (OSPF) www.Ohiospf.org is a catalyst to bring about change in attitudes and perceptions regarding the stigma attached to suicide, mental illness, alcohol and drug abuse and addiction. Launched in 2005, the Foundation's mission is to promote suicide prevention as a public health issue and advance evidence-based awareness, intervention and methodology strategies which will support all Ohio-based suicide prevention efforts.

9.0 About Kognito Interactive, Developer of At-Risk

Kognito Interactive creates online role-playing simulations, where users develop interpersonal skills and learn to effectively manage challenging conversations in the areas of health and behavioral health. Simulations are built using Kognito's proprietary Human Interaction Gaming Platform, which is based on research in social cognition, neuroscience, and motivational interviewing. In these training courses, learners enter virtual environments, engage in conversations with emotionally responsive avatars, and receive personalized feedback. Kognito's flagship product line is *At-Risk*, a series of five programs included in the SPRC/AFSP best practice registry. At-Risk trainings are used by more than150 academic institutions, hospitals, states and federal agencies to train teachers, students, families of veterans, and health providers to recognize and refer those exhibiting signs of psychological distress. www.kognito.com