

## HOW TO MAKE A REFERRAL

Referrals to the Assessment & Care Team (ACT) can be made by contacting the following ACT members:

### **Kathy Slattery**

Associate Provost and  
Dean of Student  
Services, Co-Chair

### **Mary DeGraw**

Associate Provost and  
Dean for Retention

### **Dr. DeSean E. Coleman**

Assistant Dean of  
Student Services &  
Title IX Coordinator

### **David Cronan**

Chief Human  
Resources Officer

### **Thomas Burgess**

Director of Residence  
Life & Student Conduct

### **Liseth Chavez**

Assistant Director  
of Advising

### **Jill Whitaker**

Director of Counseling  
& Health Services

### **Randy Venzke**

Assistant Dean, College  
of Education and  
Social Sciences

### **Mike Zegadlo**

Chief of Police

### **Toni Fitzpatrick**

Director of Academic  
Services

### **Or online at**

**[lewisu.edu/ACT](http://lewisu.edu/ACT)**

## LU CARES

Lewis University does not tolerate sexual misconduct of any type. Our Catholic, Lasallian tradition inspires us to view each and every human being as created in the image and likeness of God, full of dignity and worth. LU Cares is an online resource that informs and assists those affected by sexual misconduct and who seek the needed help. The following information can be found at the LU Cares webpage:

- The reporting process & options
- Know your student rights
- Information about Title IX and how it impacts you
- Information about sexual assault, harassment, dating violence, and stalking
- What you can do to help
- The role of responsible employees
- Contact information for on and off campus resources

**The following off-campus support services are available to assist:**

### **Romeoville Police Department**

1050 West Romeo Road,  
Romeoville, IL 60446  
Emergency: 911  
Non-Emergency:  
(815) 886-7219

### **Silver Cross Hospital**

1900 Silver Cross Blvd  
New Lenox, IL 60541  
(815) 300-1100

### **Guardian Angel Community Services**

168 N. Ottawa Street  
Joliet, IL 60432  
[gacsprograms.org/](http://gacsprograms.org/)  
**Guardian Angel has a Spanish hotline**  
M/F 8:30 am-4:30 pm  
(815) 263-0521

### **24-Hour Domestic Violence Hotline**

(815) 729-1228

### **24-Hour Crisis Lifeline**

988 or (800) 273-8255 (TALK)  
<https://988lifeline.org/>  
Instant Message option  
available on the website

### **24-Hour Crisis Lifeline**

[crisistextline.org](http://crisistextline.org)  
• Text your message to 741741 for support  
• Call or text 988  
• Chat [988lifeline.org/chat](http://988lifeline.org/chat)  
• Spanish: 1-888-628-9454  
• Has LGBTQ+ support daily from 3 pm-2 am EST

### **Will County 2-1-1**

Info & Referral Hotline  
• Call 211 or Text 898211



*Concerned  
About Someone?*

# ACT

*A Guide for the  
Lewis University Community*



**The Assessment & Care Team (ACT) is a multidisciplinary group of Lewis University staff, faculty and administrative leaders working together to respond and best support the health, safety and wellbeing of students and university community.**

**The ACT understands that protecting privacy is essential to our effectiveness. Once a person is referred to the ACT, information is shared only as necessary.**

## UNIVERSITY EMPLOYEE ASSISTANCE PROGRAM (EAP)

It is important to recognize that dealing with disruptive or distressing behavior can be difficult. Consequently, it can be very helpful to discuss these issues with a colleague or supervisor or seek professional stress debriefing assistance through the University's Employee Assistance Program (EAP). You may also contact the Lewis University Human Resource Department if you have questions or require additional information about the Employee Assistance Program. **EAP (Perspectives) 800-456-6327.**

Our **User Name (LEW500)** and **Password (Perspectives).**

## WHAT IS YOUR ROLE?

Acute or prolonged distress may require the guidance of others to help with a serious problem. You may be perceived as someone who can lend a helping hand or be a good listener if someone is experiencing difficulty in his or her life. Members of the Lewis University community can play an invaluable role in helping persons who are disruptive or in distress. Your expressions of interest, concern, and compassion are important factors for a person seeking the assistance they need. The Office of the Dean of Student Services, The Center for Health and Counseling Services, Residence Life, Center for Academic Success and Enrichment (CASE), Lewis University Police Department, and the Department of Human Resources stand ready to offer assistance.

**It is important to note that the University does not expect you to assume the role of counselor or police officer. For those responsibilities, Lewis University has trained professionals who can assist you:**

### Center for Health & Counseling Services

(815) 836-5455  
Mother Teresa Hall  
(Lower Level)

### Office of Human Resources

(815) 836-5270  
Room 306, Learning  
Resource Center (LRC)

### Campus Police

(815) 836-5911  
Learning Resource  
Center (Ground Level)

### Dean of Student Services

(815) 836-5275  
Office of Student Services,  
Learning Resource  
Center (Ground Level)

**ACT Online Referral**  
**[lewisu.edu/ACT](http://lewisu.edu/ACT)**

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## EXAMPLES OF DISTRESSED, DISTURBING OR DISRUPTIVE BEHAVIOR

- Harmful to self or others
- Making suicidal threats or gestures
- Exhibiting alcohol or drug problems
- Exhibiting a pattern of bizarre behaviors
- Disrupting the living or learning community
- Withdrawing socially
- Showing a decline in the quality of work
- Preoccupation with violence
- History of aggressiveness
- Threats made as jokes
- Showing bias, discriminating against or harassing others

## SUICIDAL BEHAVIOR

*Warning signs might include:*

- Increased alcohol and other drug use
- Feelings of hopelessness, helplessness, or worthlessness
- Risky or self destructive behaviors
- Recent impulsiveness
- Dramatic mood changes
- Social withdrawal
- Unexpected rage or anger
- Talk of death and/or suicide

It is important to remember that asking a person if they are contemplating suicide DOES NOT give him/her the idea to do so. In fact, your openness and concern may allow the person to feel less lonely or isolated and ultimately more hopeful. Talking about suicide is NOT to be ignored.

CENTER FOR  
FOR Health &  
Counseling Services  
LEWIS UNIVERSITY

## THREATENING BEHAVIOR

If you are concerned about someone being a danger to others, you must report it. This is in the best interest of the individual and the community.

*Threatening behavior might include:*

- Physically violent behavior
- Verbally threatening or overly aggressive behavior
- Threatening or violent material in e-mails, letters, academic papers, or online social network posts
- Harassing or stalking behaviors
- Possession of weapon, particularly a firearm

## IMPORTANT TO NOTE



*If you are aware of an immediate danger or threat, contact the Lewis University Police Department at extension 5911 or (815) 836-5911 or your local municipal police department by dialing 911.*

## WHEN TO MAKE A REFERRAL

- If your efforts to manage a behavioral issue have not resolved the problem.
- If you are concerned about the welfare of another person or yourself.
- If the person asks for help in dealing with personal issues that is outside of your role.
- If you have referred a person for assistance in the past and there seems to be no improvement or things seem to be worsening.

... **ACT**