# The Next Generation Prevention Platform
TIPS

What advantages does TIPS provide over more traditional reporting systems?

An incident reporting system or hotline is a good first step; however, TIPS takes your safety efforts to the *next level* with back-end incident management and threat assessment tools to track an incident to its resolution.

How many incident reports are you receiving with your current system? Is a report notification e-mailed to someone at the school and then hopefully follow-up actions are taken? Do students and parents believe their reports are anonymous? Do students and others trust decisive actions will be taken? How are you ensuring the incident reports get to all the right people? How are you determining who is responsible for investigating claims and ensuring follow-up?

A recent survey revealed 85% of students report they have witnessed and/or experienced bullying at school. Only 15% said when bullying/cyberbullying is reported, the situation got better. Schools need more effective tools for responding to and resolving reported incidents.

joey's mom called about a fight last week... did anyone follow up with her?

Standard incident reporting systems can become a school's biggest nightmare if multiple incident reports are coming in, but staff lack the right tools to respond in a timely and effective way. If the team is not equipped to coordinate across silos (school locations, principals, counselors, nurses, coaches, law enforcement, etc.), securely and immediately share information, successfully perform behavioral assessments, update the team on the latest investigation, monitor situations ongoing and connect at-risk individuals with mental health support, the evidence is clear most situations will only continue to escalate or get worse.
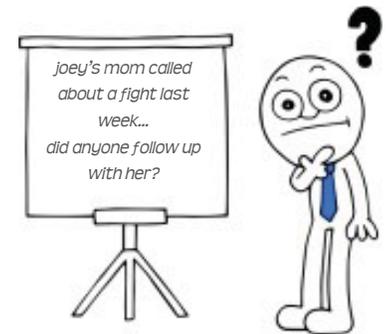
Below are just a few advantages of using the TIPS platform:

• **Separate from Student Records** - Having a separate, secure platform for student safety and threat assessment is critical. Not only does TIPS ensure the right people/team members can quickly find and view all relevant information, TIPS also provides better protection of sensitive student information required by FERPA, HIPAA and other privacy mandates. Student records systems are designed to allow lots of people to access lots of student information, but the TIPS prevention platform ensures only the right people have access and helps ensure sensitive student information can be protected from open records and freedom of information requests when incident reports are under review by law enforcement and/or legal counsel to provide attorney-client privilege protections.

• **Anonymous Online Reporting** – it is impossible to prevent what you don't know about. TIPS allows all students, parents, staff, faculty and campus community members to anonymously report concerns and suspicious incidents. It is important to give everyone on your campus a voice (and allow them the security and anonymity of an online reporting feature). All reports submitted through the anonymous reporting feature are automatically routed to the right personnel and documented in the secure platform.

• **Location/Type and Team Assignment** – organizations can customize which team members will receive incident report notifications based on locations/campuses and different incident report types. For example, all harassment report notifications may be sent to Student Services personnel, while all vandalism report notifications could be immediately sent to Student Services personnel as well as Law Enforcement. Each organization decides level of access per individual/team within the system so no user sees information they are not authorized for.

• **Secondary/Escalation Teams** – once an initial incident report is received, team members may want or need to share the incident report with other personnel or third-party support and resources. TIPS allows a team member to easily select and add one or more secondary team members (counselor, mental health, law enforcement, legal staff, administration, etc.) as needed, which ensures the secondary team member(s) will have secure access to only the information necessary to ensure privacy requirements are satisfied and documented.

• **Customization to meet campus needs** – all report types along with appropriate forms and questions can be customized to meet the needs of the specific incident type. All notifications, reminders, etc. can also be customized to ensure teams receive the right information so they can do the right things…right away.

• **Related Report Search** – within each incident report, team members can easily click on the Related Reports button to search for other incident reports with the involved individual(s) to help "connect the dots" and create a more comprehensive view of an individual's behaviors on/off campus.

• **Campus Climate Surveys** – creating customized confidential/anonymous surveys for students, faculty, staff, parents, coaches, etc. is critical in giving everyone a voice and an opportunity to share what they know that administration may not know.

• **Awareness and Accountability Vault -** providing policy management along with the ability to manage plans, roles, job responsibilities, training, professional development, compliance updates, private safety alerts, secure information sharing and more. On-demand reporting allows administrators to quickly review employee certifications and completions.

• **Threat and Behavioral Assessment Tools** - TIPS incorporates an empirically-based methodology to identify behaviors of concern and provide a means to objectively quantify the current potential risk of violence, both initially and after new behaviors are noted. This methodology is not available in other case management systems and provides a better way to prioritize cases, at-risk individuals and intervention strategies. Jim Cawood is the co-creator of this methodology, a recognized national expert in the area of threat assessment and management.

TIPS
A Comparison to Traditional Incident Reporting Systems

Feature	TIPS	Incident Reporting Solutions
Real Anonymous Incident Reporting	✓	
Customizable Incident Report Types/Names	✓	
Customizable Incident Report Forms	✓	
Customizable Surveys (students, teachers)	✓	
Anonymous Surveys (students, parents)	✓	
Customizable Locations/Campuses	✓	
Customizable Teams per Locations/Types	✓	
Instant E-mail Notifications to Team	✓	✓
Customizable Team Member Access Rights	✓	
Time-stamped Report Acknowledgements	✓	
Secure Access to all Team Actions taken	✓	✓
Secure Upload/Sharing of Information	✓	
Automated Reminders/Tasks for Follow-up	✓	
Secondary/Escalation Team Assignment	✓	✓
Review Closed/Related Incident Reports	✓	
Customized Groups/Categories for Reports	✓	
Real-time/Sortable Report Dashboard	✓	
Ability to Prioritize Incident Reports	✓	✓
Comprehensive Incident Report Search	✓	
Legal and Audit-ready Documentation	✓	
Awareness Vault for Policies/Checklists	✓	
Awareness Vault for Training/Updates	✓	
Awareness Vault for Staff/Students	✓	
Risk/Assessment Tool Add-ons	✓	
Web-based (no software or hardware)	✓	✓
Award-Winning - Risk/Insurance Experts	✓	

Why should every school be moving from "Old School" incident reporting solutions to "New School" tools?

Many organizations have mechanisms (online forms, boxes, paper forms, hotlines, etc.) to report suspicious incidents and concerns. However, evidence from hundreds of suicides, tragedies, lawsuits and other expensive incidents reveal "Old School" approaches are not preventing preventable incidents and not protecting students, schools and communities. For example, in schools (and colleges too) where tragedies, lawsuits and other preventable incidents occurred the schools (and colleges) had incident reports, student handbooks and policies, annual training, assemblies and state laws.

BUT…they were unable to prevent preventable incidents and tragedies. WHY? The schools DID NOT HAVE a central secure platform of tools to connect the dots. TIPS ensures the right information is shared with the right people in the right places at the right time with the right documentation. Unlike general incident reporting solutions, which are NOT ENOUGH and can place your school/college at risk, TIPS automates expensive, labor-intensive "Old School" approaches (spreadsheets, meetings, etc.) to save time, money, resources, reputations, futures and lives.

NOT YOUR AVERAGE INCIDENT REPORTING TOOL

A simple incident reporting system or form launched with good intentions, can be a school's biggest nightmare…

Reports coming in, but staff lacking the right tools to respond successfully. If the team is unable to coordinate across silos (school locations, principals, counselors, nurses, coaches, law enforcement, etc.) and/or successfully perform behavioral threat assessments, thoroughly investigate claims, monitor situations ongoing and receive necessary mental health support, most situations will only continue or get worse. TIPS is the answer.

"When comparing Awareity's TIPS platform to other solutions available, there was no question TIPS provided the most comprehensive and affordable solution for risk management, incident management, policy management and training,"
- Kim McManus, Rappahonnock Community College

"What the college had the IT folks design was usable, but it wasn't really friendly. Data could be easily lost. The problem was that when threats were reported electronically, they were sent to the TAT, but the first person who opened the report was forced to download it to their computer, making it unavailable to the other team members. Nobody could see it. And then we had to rely on word of mouth [when] contacting the team, and it made the potential for something being missed more of a reality. As we sat down and looked at the tools that we needed to do what was required from the code, we found that the TIPS program was a really good fit for us."
- Garth MacDonald, Thomas Nelson Community College

"We learned that best practices recommended anonymous reporting, and we knew students already have a problem with trust and don't want to tell anyway. We knew we needed something more than a shoebox with the words "Anonymous Reporting Here."
- Tenna Whitsel, Tulsa Public Schools

" TIPS is truly the most comprehensive threat assessment and incident management system available for schools and campuses to receive anonymous reports from students, teachers, staff, parents and community resources, and ensure all appropriate personnel are notified to connect the dots"
- Dr. Scott Poland, Education Psychologist

"When TIPS reports come in, we read each one and then record what we are doing in the notes. TIPS has lessened the amount of time we spend communicating, because we can easily document and simply login to see what has been reported and what we have investigated. We can also easily share serious or specific reports with our police team."
- Cecelia Leibel, Macklin School

"The TIPS system also provides oversight response to handling of allegations, holding administrators, employees and law enforcement accountable for follow-up."
- Tracy Alvarez, Oklahoma City Public Schools

"We wanted our students, staff, and community to have a way to report bullying and other incidents they were exposed to. More importantly, we wanted to be sure the platform we utilized would not allow for a single incident to slip through the cracks. Awareity's TIPS is the answer."
- Chad Bentzinger, Ankeny Community Schools

"As our Student Assistance and Intervention Team (SAIT) began to utilize the training, and the TIPS software, it became very clear having a system in place that allows us to look at the totality of circumstances regarding a student means we are able to truly assist and/or intervene in a timely and appropriate manner."
- Claire Good, Eastern Kentucky University

"There are skeptics when it comes to anonymous reporting and anonymous complaints. With TIPS, just because someone files a report, it doesn't trigger immediate action. It must go through a validation process and we must determine there is a valid need for an intervention. We don't just take everything at face value."
- Garth MacDonald, Thomas Nelson Community College

To learn more visit www.awareity.com

www.AWAREITY.com