



# SUICIDE THREAT CARDS

Every employee will receive quick-reference suicide prevention threat cards similar to ones provided to respond to bomb threats and similar incidents. The cards may be kept at the employee's desk for immediate use in the event they encounter a suicide threat.

## Suicide Threat Procedures



### What is a Suicide Threat?

A suicide threat is a verbal or non-verbal expression that indicates a person is considering suicide.

### Responding to a Suicide Threat:

1. If a caller: Ask for their name, location and phone number in case you get disconnected.
2. If you feel uncomfortable responding to a suicide threat: Stay with the person and let them know you will connect them with a resource that will help.
3. Develop Trust: "I can hear the pain in your voice, please tell me what is going on."
4. Listen Carefully: Allow the person to share their story.
5. Be empathic, non-judgmental, calm and accepting
6. Let them know they did the right thing by sharing their feelings.
7. Do not promise confidentiality.

### Ask the Questions:

1. "Sometimes when people feel as you do they think about suicide. Are you thinking about killing yourself?"
2. "Have you ever tried to kill yourself?"
3. "Have you been thinking about how you might kill yourself?"
4. "Have you done anything, started to do anything, or prepared to do anything to end your life?"
5. "Do you have the means to kill yourself?" (e.g. "Do you have a gun?")

### If suicide is an immediate concern:

1. Do not leave alone.
2. Keep the person talking by asking genuine compassionate questions.
3. If unable to connect with a professional, contact a supervisor.
4. If lethal means are present: Signal an office mate, and ask them to call 911 with the location, name and phone number.

### If suicide is NOT in the near future:

1. Let them know you care, "I want you to live and I have a resource that could help."
2. Give them the Lifeline number and assure them that it is confidential: 1-800-273-TALK (8255)
3. Give them EAP information and assure them that it is confidential: 1-855-437-3486

### Telephone Calls: Warm Transfer

1. Ask for their name, location and phone number in case you get disconnected
2. Tell the caller they did the right thing by calling for help.
3. Advise the caller that you have a resource to help and that you would like to transfer them to the National Suicide Prevention Lifeline. (e.g. "They have professionals skilled in understanding what you are going through.")
4. Push transfer then dial the Lifeline number: 1-800-273-TALK (8255)
5. Provide the Lifeline Specialist with the name, location and phone number of the caller.
6. Press transfer again to connect the caller.



Every year, nearly 1,000 Tennesseans die by suicide

### Warning Signs of Suicide

- Talking about suicide or death.
- Giving direct verbal clues, e.g. "I wish I were dead."
- Giving less direct verbal clues, e.g. "What is the point of living?"
- Isolating self from co-workers, friends or family.
- Neglecting appearance and hygiene.
- Change in behavior.
- Expressing feeling hopeless/helpless.
- Giving away personal items, making final arrangements.
- Access to or obtaining a gun.
- Exhibiting a sudden and unexplained improvement in mood after being depressed or withdrawn

### RESOURCES

Employee Assistance Program  
[www.Here4TN.com](http://www.Here4TN.com)  
1-855-437-3486

Suicide Prevention Lifeline  
[www.Suicidepreventionlifeline.org](http://www.Suicidepreventionlifeline.org)  
1-800-273-TALK (8255) (push 1 if a veteran)

Tennessee Redline  
(resources for alcohol and drug)  
1-800-889-9789

Tennessee Statewide Toll-free Crisis Line  
1-855-CRISIS-1 (1-855-274-7471)

Primary Care Physician

Local Emergency Room

Emergency Services

911

Tennessee Department of Mental Health and Substance Abuse Services

<http://tn.gov/behavioral-health/need-help>



Cost: \$40.00 for laminating sheets to cover in-house cost of laminating the Suicide Threat Cards