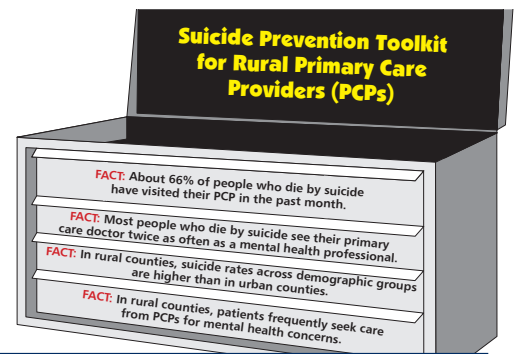


# QUICK START GUIDE

## How to use the Suicide Prevention Toolkit



### STEP

# 1

Communicate with staff about the new Suicide Prevention Initiative in your office. Determine who will be the lead coordinator in your office. That individual should familiarize himself/herself with the entire contents of the Toolkit.

### STEP

# 2

Meet to develop the “Office Protocol” for potentially suicidal patients. See the “Office Protocol Development Guide” instruction sheet in the Toolkit.

### STEP

# 3

Schedule necessary trainings for staff members according to the individual suicide prevention responsibilities determined in Step 2.

### STEP

# 4

Develop a referral network to facilitate the collaborative care of suicidal patients. Use the “Developing Mental Health Partnerships” materials in the Toolkit.

### STEP

# 5

Read the Toolkit’s “Primer”. Providers may wish to study the last two sections on Suicide Risk Assessment and Intervention first. The first three sections may then be reviewed in order to gain knowledge about Prevalence, Comorbidity, Epidemiology, and Prevention.

### STEP

# 6

Order community and patient education tools, such as suicide prevention posters and brochures, for your office. See the “Patient Education Tools” section of the Toolkit.