

NABITA BITKit (Higher Education)

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NABITA is thrilled to present BITKit, an innovative upgrade from our previous BIT in a Box. We have thoughtfully crafted a single, comprehensive practitioner's guide that is user-friendly and highly applicable across all institutions. BITKit includes new resources and templates exclusive to Super Members and paid purchasers.

BITKit is your document repository of best-in-class templates, forms, manuals, and checklists to support the operational efficiency and compliance of your BITs and CARE teams. With BITKit, you can access every resource you need for efficient operations, from industry-leading tools to expert guidance. Easily sort resources by topics, including BIT and case management operations, quality assurance and assessment, meeting operations, referrals, data gathering, risk assessment, and intervention deployment.

Guides

- 2023 BIT Standards Whitepaper
- 2020 Standards for Case Management Whitepaper
- 2019 The Role of Counselor on the BIT Whitepaper

BIT and Case Management Operations

- BIT Chair Job Description - Sample
- Case Manager Job Description - Sample
- Team Training Template
- Sample BIT/CARE Team Policy Statement
- CARE Team Manual
- Case Management Manual

Quality Assurance and Assessment

- Standards Team Assessment Tool

Referrals

- Sample List of Behavioral Indicators to Refer to BIT
- Post Referral Language Template
- Model BIT Syllabus Statement
- Referral Source Update Templates
- BIT/CARE Team Referral Form Template
- BIT Roadshow Training Powerpoint Template

- BIT Roadshow Case Study Packet
- BIT Roadshow Leader Guide

Meeting Operations

- BIT Meeting Checklist
- BIT Meeting Agenda Template
- BIT Meeting Notes Template and Sample

Gather Data

- Team Member Roles and Responsibilities Checklist

Assess Risk

- NABITA Risk Rubric Tri-Fold
- Flowchart for Selecting Risk Assessment Tool
- 2019 NABITA Risk Rubric Whitepaper
- Missed Mandated Assessment Letter Template
- Mandated Assessment Process Checklist
- Mandated Assessment Notification Letter Template
- VRA Scope of Privacy Statement - Clinical Template
- VRA Scope of Privacy Statement - Non-clinical Template
- SIVRA-35 Assessment Report Template

Deploy Interventions

1:1 Services/Case Management

- Lifecycle of a Case
- Outreach Protocol Template
- Outreach Email, Phone Call, and Text Message Templates for Case Management
- Missed Case Management Appointment Email Templates
- Case Management Services Intake Form
- Case Manager Screening Form
- Case Management Intake Note Template and Sample
- Case Management Action Plan Template

- Expanded Informed Consent Sample
- Case Management Follow Up Appointment Note Template and Sample

Referral to Resources

- Introduction Emails for Resource Referral Templates and Samples
- Checklist for Referral to Resources

Emergency Contact, Parent, Guardian, or Other Health and Safety Contact Notification

- Emergency Notification Checklist
- Emergency Contact Notification Letter Template

Conduct, Safety Measures and Safety Planning, Coordinating with Law Enforcement

- Safety Planning Checklist and Template
- NABITA Model Policy on Voluntary and University-Initiated Leaves of Absence and Withdrawals
- Position Statement on Involuntary Withdrawal Best Practices
- Threat Management Plan Template
- 2020 Intersection of BIT and Conduct Whitepaper
- Referral to Student Conduct or Human Resources for Missed Mandated Assessment Template and Sample