

**REFERRAL PROCESS FLOW CHART**

Concern for student

Referral made to Professional School Counselor by:

- Self (Student)
- Parent/Guardian
- Teacher
- Administrator
- School Nurse
- Peer
- Outside Agency
- Other

Concern is identified on Referral Form(s)

Counselor assesses concern by collecting/reviewing data  
Level and type of intervention are determined

**Counselor In-School Interventions:**

- Emergency Intervention
- Consultation/Collaboration with Student, Parents/Guardians, and/or Teachers/Other School Personnel
- Implementation of home/classroom intervention strategies
- Individual Counseling
- Small Group Counseling

**Counselor Referral to In-School Resource(s):**

- Administrator
- School Nurse
- Special Services
- School Social Worker
- Resource Officer
- District Mental Health Counselor
- Youth Development Coordinator (STOP & Teen Court)

**Counselor Referral to Community Resources:**

- Mandated Reporting
- Outside Counseling (e.g., Community Counseling Services)
- Division of Children’s Services
- Juvenile Office
- Other Community Services (e.g., Pride in NC, Port Human Services, Integrated Family Services)

Implement intervention, monitor student’s response to the intervention, periodically re-assess as needed

Follow-up with the referring individual within the guidelines of confidentiality