

United Way Lockbox Initiative Process

Thank you for your interest in being part of our expansion to reduce access of lethal means!

While the work of champions is pretty light, getting started may take some time. As a champion, you'll be a point person to receive and store lockboxes as well as collect data (United Way sheet) which you'll send to me the **1st of each month**. I will send an outlook reminder and email a few days prior as a reminder. This data sheet is what is asked of us from the United Way and what I send to them each month.

As part of the standardization and compliance with the United Way's initiative, the lockboxes are to be given out to clients and families in conjunction with safety planning (many sites already do this) and counseling on access to lethal means (CALM) along with additional resources. The training is a free online webinar that can assist any clinician to feel more comfortable in asking about access to lethal means. **Please have those who will be participating and providing lockboxes complete the online training.**

CALM: <https://www.sprc.org/resources-programs/calm-counseling-access-lethal-means>

In addition to completing the CALM, our standardization will include:

- Centralization of ordering lockboxes (Patty to order for sites when needed)
- All sites will have lockboxes sent to them, please find some space to store them.
- Standardize data collection. Each site's champion will work with their sites and their colleagues to have them complete the CALM and report back demographics when lockboxes are provided or not provided. While the pilot asks us to distribute lockboxes, we also need to collect data when families or clients decline lockboxes.
- Utilize smartphrases to document in Epic when lockboxes are provided AND when families or clients decline:

Family was provided a lockbox from * (location) as part of United Way Lockbox Pilot beginning in May 2020. Family {accept/not accepted:38256:::1}lock box. (If not accepted, lockbox was declined for the following reason(s): ***. If reason is that family did not want lockbox and/or did not feel it was necessary, psychoeducation was provided about the risks of not securing access to lethal means). Family reported medication is/is not: has been locked up. Clinician discussed best practice with patient and family, including the proper utilization of the lockbox, specifically being used to secure all medications. Clinician complete CALM with family. {CALM:32041}**

- **If you could please send me the following information for your sites:**
Area champion, shipping address for boxes, any addendums to standard work for your area.

Questions or concerns, please reach out to Patriciac.graham@hhchealth.org