

Case Note Example

Name
Date of Birth
Classification
Academic Program

Referral/Report Information: A biology instructor reports that Jackie stormed out of a lab session and slammed the door on May 26, 2025. This is the second time she has left abruptly in the past two weeks. The instructor reports she is increasingly angry and unwilling to participate in group lab activities.

Additional Information:

- Academic status in the course and program
- Housing and roommate information
- Disciplinary and BIT history
- Follow-up information from the instructor
- Potentially information from other students in the lab

Assessment:

On DATE, the triage risk tool assessed the risk at low/moderate/high based on the following behaviors:

Advanced assessment tool results (if appropriate)

Interventions:

Who, what, when, and why of each action determined by the team.
Status of each intervention

Future Case Management/ Mitigation:

Specific dates for review of case
Notes regarding alternative actions for future consideration
Other case notes related to future behaviors or risks

Case Status:

Active or inactive