



# LOS ANGELES UNIFIED SCHOOL DISTRICT

OFFICE OF THE SUPERINTENDENT • OFFICE OF SCHOOL OPERATIONS

## INCIDENT SYSTEM TRACKING ACCOUNTABILITY REPORT ( ISTAR ) USAGE GUIDELINES

- The reporting system can be accessed through [www.lausd.net](http://www.lausd.net) under the Office of School Operations or by typing the internet address: <http://istar.lausd.net>.

STUDENTS
FAMILIES
PUBLIC

### School Operations Division

|                       |   |  |
|-----------------------|---|--|
| School Operations     | <b>Mission Statement</b>  | <b>Chief of Staff</b>  |
| Emergency Services    | The mission of the Office of School Operations is to ensure that every LAUSD site receives support and guidance toward creating and maintaining a safe and caring environment that supports learning and achievement. | <b>Michelle King,</b><br>Chief of Staff<br>333 South Be<br>Los Angeles   |
| Child Abuse Awareness | <b>News and Events</b>  | <b>New Public</b>  |
| Crisis Counseling     |  <b>INCIDENT SYSTEM TRACKING ACCOUNTABILITY REPORT</b>   | <a href="#">Bul 5269.0 In Accountability</a><br><a href="#">November/December 2010</a><br><a href="#">Child Abuse and Neglect R 1347.1</a><br><a href="#">Safe School Plans Update</a> |
| School Police         |   | <b>Email Contact</b>   |
| Safe School Plan      | The Los Angeles Police Department-Child Abuse Unit has a new address and phone number:  | If you have questions or co please email: <a href="#">School Oper</a>  |
| Initiatives           |   |  |
| Resources             |   |  |

Click the link to access the log in screen for the application system.

- To access the application system, log in by using your **single SIGN-ON** information (USER NAME: name.lastname; PASSWORD: same password for e-mail Outlook or turning on your computer)


Los Angeles Unified School District  
ISTAR - Incident Reporting


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Incident/Injury Form

[Click to access the Incident Report System to complete and submit an Incident Report](#)



Click to access login screen.

istar (Incident Reporting) - Login Screen
✕

User Name:

Password:

Session times out after 30 minutes.

Type in your USERNAME and PASSWORD

3. You will be prompted to the “HOME” display screen below:

[Incident Report](#) | [Child Abuse Report](#)

Select the appropriate action for your incident entry: Begin by clicking either “Begin Incident Report” or “Child Abuse Report.”

 Home
  Adm. Page
  Print/  
Print Preview
  Help  
Document
  Logout

| INCIDENT REPORTING LIST |  |             |                               |                          |             |                |             |        |        |
|-------------------------|--|-------------|-------------------------------|--------------------------|-------------|----------------|-------------|--------|--------|
| Id                      | Location Name                              | Report Date | Report Title                  | Incident Type            | Create Date | Created By     | Update Date | Status | Option |
| <a href="#">11183</a>   | 1056001 OFF OF CHIEF OPR OFC Injury Form   | 11/2/2009   | PRIN ADMINISTRATIVE ASSISTANT | Accident                 | 11/23/2010  | jasmin.malinao | 11/23/2010  | OPEN   |        |
| <a href="#">11182</a>   | 1056001 OFF OF CHIEF OPR OFC Incident Form | 11/24/2009  | PRIN ADMINISTRATIVE ASSISTANT | Incest                   | 11/23/2010  | jasmin.malinao | 11/24/2010  | OPEN   |        |
| <a href="#">11181</a>   | 1056001 OFF OF CHIEF OPR OFC Injury Form   | 11/24/2009  | PRIN ADMINISTRATIVE ASSISTANT | Injury                   | 11/23/2010  | jasmin.malinao | 11/23/2010  | OPEN   |        |
| <a href="#">11180</a>   | 1056001 OFF OF CHIEF OPR OFC Injury Form   | 11/23/2009  | PRIN ADMINISTRATIVE ASSISTANT | Intoxication             | 11/22/2010  | jasmin.malinao | 11/22/2010  |        |        |
| <a href="#">11179</a>   | 1007001 SCHOOL OPERATIONS Injury Form      | 11/2/2009   | ADVSR, TEMP,                  | Bullying, Injury, Social | 11/19/2010  | bob.spears     | 11/23/2010  |        |        |
| <a href="#">11178</a>   | 1007001 SCHOOL OPERATIONS Injury Form      | 11/2/2009   | Administrative Secretary      | Accident                 | 11/19/2010  | janet.moore    | 11/19/2010  | CLOSED |        |
| <a href="#">11177</a>   | 1007001 SCHOOL OPERATIONS Injury Form      | 11/2/2009   | ADMIN SECRETARY I             | Accident                 | 11/19/2010  | artis.norton   | 11/19/2010  | CLOSED |        |
| <a href="#">11175</a>   | 1056001 OFF OF CHIEF OPR OFC Injury Form   | 11/2/2009   | PRIN ADMINISTRATIVE ASSISTANT | Accident                 | 11/19/2010  | jasmin.malinao | 11/19/2010  |        |        |
| <a href="#">11176</a>   | 1056001 OFF OF CHIEF OPR OFC Injury Form   | 11/2/2009   | PRIN ADMINISTRATIVE ASSISTANT | Accident                 | 11/19/2010  | jasmin.malinao | 11/19/2010  |        |        |
| <a href="#">11174</a>   | 1007001 SCHOOL OPERATIONS Injury Form      | 11/18/2010  | ASST SUPT, SCHOOL OPERATIONS  | Accident, Altercation    | 11/18/2010  | earl.perkins   | 11/22/2010  | CLOS   |        |

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List of reports for your location only.

4. Principals and Supervisors at each school and office sites are automatically given access to the Incident Reporting System. He/she will be authorized to:

- assign up to 3 designees to access the site
- manage the user assignments, roles and rights



**LOS ANGELES UNIFIED SCHOOL DISTRICT**  
Office of the Superintendent  
School Operations

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### Admin Screen

[User Manager](#)

[Reports Screen](#)

[Return to Main Menu](#)

The Administrator Screen will allow you to perform the following:

- Manage the user assignments, roles and rights
- Assign designees
  - LEVEL 1 – Access to location report, view and edit
  - LEVEL 2 – Limited access to initiate and save report only. No view access to location report(s).
- Reports Screen

5. To enter an incident report, select “BEGIN INCIDENT REPORT” from the Main Menu Page.

Incident Report | [Child Abuse Report](#)

Select “Begin Incident Report” to enter incident information.

| INCIDENT REPORTING LIST |  |             |                                       |                          |             |                |             |        |        |
|-------------------------|--|-------------|---------------------------------------|--------------------------|-------------|----------------|-------------|--------|--------|
| Id                      | Location Name                              | Report Date | Report Title                          | Incident Type            | Create Date | Created By     | Update Date | Status | Option |
| <a href="#">11183</a>   | 1056001 OFF OF CHIEF OPR OFC Injury Form   | 11/2/2009   | PRIN ADMINISTRATIVE ASSISTANT         | Accident                 | 11/23/2010  | jasmin.malinao | 11/23/2010  | OPEN   |        |
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| <a href="#">11181</a>   | 1056001 OFF OF CHIEF OPR OFC Injury Form   | 11/24/2009  | PRIN ADMINISTRATIVE ASSISTANT         | Injury                   | 11/23/2010  | jasmin.malinao | 11/23/2010  | OPEN   |        |
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| <a href="#">11174</a>   | 1007001 SCHOOL OPERATIONS Injury Form      | 11/18/2010  | ASST SUPT, SCHOOL OPERATIONS          | Accident, Altercation    | 11/18/2010  | earl.perkins   | 11/22/2010  | CLOSED |        |

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6. The ISTAR Application is divided into six tabs:

- I. Incident Tab
- II. Issue Type Tab
- III. Persons Involved Tab
- IV. Action Tab
- V. Incident/Injury Report Tab
- VI. RARD (Risk Assessment Referral Data) Tab

You can navigate or view each tab by:

On top: click on each tab

At the bottom: click “Previous” or “Next” buttons

## I. INCIDENT TAB

The Incident Tab screen will reflect the following:

- Reporter Information - The reporter information is **auto populated** based on your SINGLE SIGN ON information but can also be manually corrected in the event that some of the information is incorrect. Reporter information includes:
  - Cost Center
  - Employee Number
  - Title
  - First and Last Name
  - Telephone Number
  - Fax Number
  - E-mail
- Contact Information for Additional Updates
- Location of Incident
- Date of Incident
- Time of Incident

## I. INCIDENT TAB cont.

 **LOS ANGELES UNIFIED SCHOOL DISTRICT**  
**ISTAR - INCIDENT SYSTEM TRACKING ACCOUNTABILITY REPORT**  
Notify your Local District Operations Coordinator (LDOC) by Telephone immediately Lo

**THIS IS A CONFIDENTIAL REPORT** for use of Los Angeles Unified School District attorneys. No copies of this report shall be furnished to anyone including employees, students, parents without General Counsel. This report must be completed within 24 hours of an accident involving an injury to students, employees or community member/visitor. Do not use this form for contractors. If this is a copy of this investigation at your location in a confidential file separate from personnel files. Do not keep copies of student or community member/visitor injury investigations at your location. Att. etc., as necessary.

**Incident Tab** → **Incident (New)** | **Issue Types** | **Persons Involved** | **Action** | **Injury/Illness Report** | **RARD**

Cost Center: 1007001 - SCHOOL OPERATIONS (ESC:ZA) [v]  
Incident Occurred:  On Campus  Off-Campus  At another school  District Office  District School Bus/Vehicle  
 Going to or from school  Going to or from a school sponsored activity  
 Cafeteria  During Lunch Period  Other [ ]  
Exact Location: [ ]  
(Building #, Room, Address)  
Incident Date: 8/9/2012 [v] Incident Time: 2:40 PM [ ]  
Reporter Employee No.: 00669993 - JASMIN MALINAO [v]  
First Name\*: [ ] Last Name\*: [ ]  
Phone No.: ( ) - - [ ] Fax No.: ( ) - - [ ]  
Email\*: [ ] Title: [ ]  
Contact Name: [ ] Contact Phone: ( ) - - [ ]  
Contact for Additional Updates.

**Is this incident centered around or involve the behavior of a**  
 Student  Employee  Parent/Community Member  District School/Facilities  
Does this incident warrant a suspected child abuse report?  Yes  No  
\* Required Field

Appropriate box/es must be selected to activate the list of incident types that will be shown on the next tab which is the Issue Type Tab.

The response to this question will affect the information that will be shown on the next tab which is the Persons Involved Tab:  
If **"YES"** is selected – The information regarding suspected child abuse reporting will be shown.  
If **"NO"** is selected – The definitions for the various incident types will be shown.

## II. ISSUE TYPE TAB

The Issue Type Tab screen will reflect information based on the selected responses from the previous tab which is the Incident Tab. Information will or may include:

- Incident Types for Student
- Incident Types for Employee
- Incident Types for Parent/Community Member
- Incident Types for District School/Facilities with impact to instruction and operation
- Information regarding suspected child abuse reporting
- Definitions of incident types

## II. ISSUE TYPE TAB cont.

**LOS ANGELES UNIFIED SCHOOL DISTRICT**  
**ISTAR - INCIDENT SYSTEM TRACKING ACCOUNTABILITY REPORT**  
 Notify your Local District Operator \_\_\_\_\_ telephone immediately

**Issue Type Tab**

THIS IS A CONFIDENTIAL REPORT for use of Los Angeles Unified School District attorneys. No copies of this report shall be furnished to anyone including employees, students, parents without permission from the Office of the Attorney General. Do not use this form for contractors. If this is an employee injury report, keep a copy of this investigation at your location in a confidential file separate from personnel files. Do not photocopy, etc., as necessary.

**Incident (New) | Issue Types | Persons Involved | Action | Injury/Illness Report | RARD**

- Abduction
- Accident**
- Altercation (Verbal)
- Arrest
- Assault/Battery (see fighting/physical aggression)
- Bullying
  - Cyber
  - Indirect
  - Nonverbal
  - Other
  - Physical
  - Psychological
  - Social
  - Verbal
- Damaged/attempted to damage school or private property
- Death**
- Discrimination/Harassment
  - Disability
  - Gender/Gender identity/Gender expression
  - Other
  - Race/Ethnicity/Nationality

The ISTAR system uses the following definitions as the key element of its reporting process. Be familiar with the various incident types and definitions to use it effectively.

**Abduction/Kidnapping** - Every person who forcibly, or by any other means of instilling fear, steals or takes, or holds, detains, or arrests any person in this state, and carries the person into another country, state, or county, or into another part of the same county, is guilty of kidnapping.

**Accident** - An unforeseen and unplanned event or circumstance.

**Act of Violence** - A physical injury to an employee resulting from an intentional violent assault that occurred during the performance of assigned duties. The injury must be physical in nature and the assailant must have intended to do physical harm.

**Altercation** - Angry or heated argument or quarrel (not physical).

**Arrest** - Taking a person into custody, in a case and in the manner authorized by law. An arrest may be made by a peace officer (or by a private person).

**Assault/Battery** - An unlawful attempt, coupled with a present ability, to commit a violent injury on the person of another. A battery is any willful and unlawful use of force or violence upon the person of another.

**Bullying** - "Bullying" means any severe or pervasive physical or verbal act or conduct, including electronic communications, and including one or more acts committed by a pupil or group of pupils, directed towards one or more pupils that has or can be reasonably predicted to have one or more of the following effects on a reasonable pupil:  
 (1) Reasonable fear of harm to person or property of pupil(s)  
 (2) Substantial interference with academic performance  
 (3) Substantial interference with academic performance  
 (4) Substantial interference with ability to participate in or benefit from school services, activities, or privileges

**Cyberbullying** - Cyberbullying is bullying by electronic act, which includes transmission of a communication by text, sound, image, video, message, post on a web site, or other form of

**Save Only**  **Submit Report**

Please note that clicking 'Submit Report' will send a notification message to various groups.

Sample screen display for:

- List of Incident Types
- Suspected child abuse reporting information

### ISIS incident types and system access:

**Incident #8692 | Issue Types | Persons Involved | Action | Injury/Illness Report | RARD**

Cost Center: 1007001 - SCHOOL OPERATIONS (ESC:)

Incident Occurred:  On Campus  Off-Campus  At another school  District Office  District School

Bus/Vehicle:  Going to or from school  Cafeteria  During Lunch Period

Exact Location: 24th Floor (Building #, Room, Address)

Incident Date: 6/28/2012

Reporter Employee No. \_\_\_\_\_  
 First Name\* \_\_\_\_\_

Phone No. \_\_\_\_\_ Fax No. \_\_\_\_\_  
 Email\* jasmin.malinao@lausd.net Title \_\_\_\_\_  
 Contact Name \_\_\_\_\_ Contact Phone \_\_\_\_\_

Contact for Additional Updates

Is this incident centered around or involve the behavior of a  
 Student  Employee  Parent/Community Member  District School/Facilities

Does this incident warrant a suspected child abuse report?  Yes  No

\* Required Field

**Save Only**  **Submit Report**

Please note that clicking 'Submit Report' will send a notification message to various groups.

Message reminder will show when you select an incident that require ISIS entry.

Please note that the student related incident you have selected is subject to possible disciplinary action, suspension or expulsion. Please click the SAVE button and go to the INFORMATION TAB to input student information and initiate entry to the ISIS system.

Thank you

OK

Users are able to enter ISIS information from iSTAR system by clicking on the ISIS icon at the bottom of the iSTAR page.

### III. PERSONS INVOLVED TAB

The Information Tab will allow you to add information regarding the

- Suspect
- Victim
- Witness

It will also require the reporter to provide appropriate information such as:

- Student Number
- Name
- Grade
- Date of Birth
- Gender
- School of Attendance
- Employee Number
- Site or Office Name
- Position Classification
- Job Title
- Home Address
- Parent/Guardian of a student attending which school and grade level

Persons Involved Tab

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Incident #12311 Issue Types Persons Involved Action

| Persons Involved   |           |            |           |        |           |        |
|--|-----------|------------|-----------|--------|-----------|--------|
| Type   | User Type | First Name | Last Name | Gender | View/Edit | Delete |
| Type: <input checked="" type="radio"/> Victim <input type="radio"/> Suspect <input type="radio"/> Witness                        |           |            |           |        |           |        |
| User Type: <input checked="" type="radio"/> Student <input type="radio"/> Employee <input type="radio"/> Parent/Community Member |           |            |           |        |           |        |
| LAUSD Student ID No: <input type="text"/><br><small>10 digits (DOB-M/F-xxxx)</small>   |           |            |           |        |           |        |
| First name: <input type="text"/>   |           |            |           |        |           |        |
| Last name: <input type="text"/>  |           |            |           |        |           |        |
| Please leave the First Name and Last Name fields blank if UNKNOWN  |           |            |           |        |           |        |
| Gender: <input type="radio"/> Male <input type="radio"/> Female  |           |            |           |        |           |        |
| Grade: <input type="text"/>  |           |            |           |        |           |        |
| Location Type: <input checked="" type="radio"/> School <input type="radio"/> District Office                                     |           |            |           |        |           |        |
| Name: <input type="text"/>   |           |            |           |        |           |        |
| <input type="button" value="Submit"/> <input type="button" value="Cancel"/>  |           |            |           |        |           |        |

Records multiple information regarding the suspect, victim or witness and whether he/she is a student, employee, parent or community member.

Save Only

Submit Report



## IV. ACTION TAB

The Action Tab will allow you to:

- Record Incident Description
- Record Updates
- Record and track necessary actions required to resolve the incident
- Record user log - Name of who created and updated the report
  - Date when the report was created and updated
  - Time when the report was created and updated
- Record Additional Notification
- Select and save status of the incident (open, pending, or closed)
- Attach and save documents such as pictures, notes, etc.
- E-mail the report to another person
- Revise and only save the document without submitting the report (note: system will save but will send automatic reminder to limited staff from the Office of School Operations)
- Submit report for automatic distribution to appropriate District staff

**Incident #12307** Issue Types Persons Involved **Action** Injury/Illness Report RARD

**Incident Description:** How did this happen? What was the injured person doing at the time of injury? Describe the events immediately preceding the injury. Identify any LAUSD employees involved in the accident and any tools, machinery, equipment, or vehicles involved (attach photos).

**Action Tab**

**E-mail** ← Enables user to e-mail the report to anyone in the Outlook list.

**Incident Status:** closed

**Incident Status – select the appropriate status of the incident:**

- **Open** - action(s) required
- **Closed** - incident has been completed and no further action is required.

**Updated Information**

| Date               | Description | Created By |
|--------------------|-------------|------------|
| No data to display |             |            |

[Add New](#)

**Action Details**

| Date               | Description | Status |
|--------------------|-------------|--------|
| No data to display |             |        |

[Add New](#)

Please note that automatic e-mail notification of the appropriate incident report will be sent to the following staff or offices for notification: Local District Superintendent, Local District Operations Coordinator, Board Member/Representative, Asst. Superintendent of School Operations, Employee Relations, General Counsel, School Police, DEHS, Risk Management, Facilities, Staff Relations, Student Health and Human Services, ITD, and Transportation Branch.

Additional notification at your discretion may be recorded below:

**Notify Details**

| Notified                            | Department Name   | Notify Name | Date | #                      |
|-------------------------------------|---|-------------|------|------------------------|
| <input checked="" type="checkbox"/> | <a href="#">72 Hour Parent Notification Letter</a>        |             |      | <a href="#">Delete</a> |
| <input type="checkbox"/>            | <a href="#">Ed. Equity Compliance</a>                     |             |      | <a href="#">Delete</a> |
| <input type="checkbox"/>            | <a href="#">Nearby Schools</a>                            |             |      | <a href="#">Delete</a> |
| <input type="checkbox"/>            | <a href="#">Operations Coordinator</a>                    |             |      | <a href="#">Delete</a> |
| <input type="checkbox"/>            | <a href="#">School Police (213) 625-6631</a>              |             |      | <a href="#">Delete</a> |
| <input type="checkbox"/>            | <a href="#">School Services Director</a>                  |             |      | <a href="#">Delete</a> |
| <input type="checkbox"/>            | <a href="#">Special Education/IEP Unit</a>                |             |      | <a href="#">Delete</a> |
| <input type="checkbox"/>            | <a href="#">Office of Environmental Health and Safety</a> |             |      | <a href="#">Delete</a> |
| <input type="checkbox"/>            | <a href="#">Staff Relations</a>                           |             |      | <a href="#">Delete</a> |

[Add New](#)

**Documents Attached to this report**

**Enable user to upload and save documents such as pictures, notes, etc.**

Created By: EARL PERKINS  
Last Updated By: MURALIHARAN SOMASUNDARAM

Created Date: 11/18/2010 1:27:19 PM  
Last Updated Date: 11/22/2010 6:49:59 PM

## V. INJURY/ACCIDENT REPORT TAB

As part of the system upgrade, the OEHS Injury/Accident Investigation Report Form has been consolidated with the Incident Report Form and will be reflected under the Injury/Accident Report Tab. This tab will only show if the following incidents are selected:

- Accident
- Death
- Injury
- Medical



Los Angeles Unified School District  
ISTAR Application

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This report must be completed within 24 hours of an accident involving an injury to students, employees or community member/visitor. Do not use this form for contractors. If this is an employee injury report, keep a copy of this investigation at your location in a confidential file separate from personnel files. Do not keep copies of student or community member/visitor injury investigations at your location. Attach additional documents, photos, etc., as necessary.

**Incident Report Form - Incident # 126**

Incident #12307   Issue Types   Persons Involved   Action   Injury/Illness Report

**What Injury resulted?** (Type of injuries and body part(s) injured. Example: sprained arm, see

**Did anyone see the injury happen?** (attach statement of each witness)    Yes    No (if yes, complete witness information section.)

**Did anyone cause this injury?**    Yes    No (if yes, complete suspect information section.)

**Was an arrest made?**    Yes    No

**Was medical treatment needed?**    Yes    No

**Was first aid administered?**    Yes    No (if yes, who did it?)

Name:

Title/Occupation:

**Did injured party go to a hospital or clinic?**    Yes    No (if yes, describe medical treated received?)

**Did a supervisor accompany injured person?**    Yes    No (if yes, who was it?)

Name:

Title/Occupation:

Doctors Recommendation?

Doctor's Name:

\* Required Field

 

Injury/Illness Report Tab – The OEHS Injury/Accident Investigation Report Form has been consolidated with the Incident Report Form. This tab includes questions and information required for the following incidents: accident, death, injury, and medical.

Please note that clicking 'Submit' will send a message to school principal or site administrator for review.

## VI. RARD TAB

As part of the system upgrade, Student Health and Human Services included the on-line form of the Risk Assessment Referral Data (RARD) in iSTAR. The RARD Tab will appear if the following STUDENT incident types are selected:

### Suicidal Behavior

- 5150/Hospitalization
- Self-Injury/Cutting
- Suicidal Behavior/Ideation (injury)
- Suicidal Behavior/Ideation (non-injury)

For complete information, please refer to Bul-2637.1 – Suicide Prevention and Postvention (Students)

The screenshot shows the RARD tab interface. At the top, there are navigation tabs: Incident # 12307, Issue Types, Persons Involved, Action, Injury/Illness Report, and RARD. The RARD tab is active and contains the following sections:

**Reasons for Referral: (Check one or more)**

- Current Attempt
- Direct Threat
- Indirect Threat
- Giving away prized possession
- Signs of depression
- Sudden changes in behavior
- Drug or alcohol abuse
- Self-injury
- Mood Swings
- Truancy or running away
- Frequent complaints of illness/body aches
- Psychological stressors
- Previous attempt(s)
- Other

**Student Referred By: (Check one or more)**

- Self
- Parent
- Student/Friend
- K-12 Counselor
- Administrator
- Teacher
- Psychiatric/Social Worker
- Other
- PSA Counselor
- Psychologist
- Nurse

Was a previous RARD submitted for this student?  Yes  No  Unknown

| Incident # | District ID | Student Name      | Student School        | Notes   | Date       |
|------------|-------------|-------------------|-----------------------|---|------------|
| *          | 122798F021  | Katheleen Aguirre | 1825901 Mulholland MS | Self Injury;  | 10/10/2011 |
| *          | 122798F021  | Katheleen Aguirre | 1825901 Mulholland MS | Current Attempt; Sudden Changes in Behavior; Indirect Threat; Self Injury; Other; Concern about dieting                         | 12/5/2011  |
| *          | 122798F021  | Katheleen Aguirre | 1825901 Mulholland MS | Current Attempt; Direct Threat; Indirect Threat; Self Injury; Signs of Depression; Other; personal blog: www.outfall.tumblr.com | 6/4/2012   |
| 8692       | 122798F021  | ff ff             | 1956601 36TH ST EEC   | Test report only.   | 6/28/2012  |

\*For more information, please check with the school or you may contact School Mental Health at (213)241-3841.

**The following action items are MANDATORY.**  
Refer to BUL-2637.1 Suicide Prevention, Intervention & Postvention for guidelines and attachments.

This tab includes questions and information required to record actions taken at school for each student suicidal or self-injurious case.

Save Only

Previous

Next

Submit Report

Allows you to save information only for initial draft of the report or update a submitted report for minor corrections or changes such as spelling or grammar check.

Allows you to submit the report for e-mail notification to appropriate staff.