Community Health Worker Emergency Protocols Table of Contents

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Communications Guideline: What the Colors Mean

		VIII	
	Red	Yellow	Green
What is it?	Any life-threatening emergency that requires emergency care. Generally, the patient is unable to hold a conversation, looks very sick, or is a threat to himself or someone else	Urgent, non-life-threatening medical/social/psych problems that require immediate attention.	Any non-urgent updates or changes in status
Examples	 See page 3 for detailed scenarios Severe chest pain Unresponsive individual Overdose Suicidal thoughts Threatening violence 	 Sick but not enough to call 911 Significant adherence or side effect issue Significant/worrisome change in physical/psychological health state or drug use pattern Sudden homelessness 	 Routine medical updates Discrepancy on medication review Medication adherence update Non-urgent social problem
Who to call	Do not hesitate! Call 911 Then, call your Nurse Do not leave the patients side until ambulance arrives (unless the patient is violent or you feel threatened in any way)	 Call Nurse Call CCP SW or Medical Director if Nurse does not return call Do not leave patient until Nurse calls back Follow Nurse instructions 	Call Nurse that day if an issue needs to be resolved in the next 24-48 hours Otherwise, no call necessary
How to Document	Document in ORCHID and route "urgent" to your RN, PCP, and CCP SW or Medical Director	Document in ORCHID and route "urgent" to your RN, PCP, and CCP SW or Medical Director	Document in ORCHID and route "routine" to your RN and PCP

When In Doubt...

For Medical Situations:	For Mental and Behavioral Health Situations:		
Nurse If no call-back within 10 minutes: Call your	Mental Health/Behavioral Health if they know the patient; if they CCP SW Call the If no call-back within 10 minutes: clinician		
Call the CCP Medical Director If can't reach Medical Director within 5 minutes:	don't know the patient call the If can't reach nurse within 5 minutes:		
3 Call 911	Call your 3 911 Call		

Red Situations Do NOT Hesitate – Call 911, then Nurse If save, DO NOT LEAVE PATIENT'S SIDE until ambulance arrives

Rec

- New/severe chest pain
- New/severe shortness of breath (inability to talk in complete sentences)
- Difficulty breathing (using neck or chest muscles to breath)
- Altered Mental State Unresponsive individual or new/unexplained confusion or sleepiness
- Overdose
- Suicidal thoughts
- Threatening violence
- New/sudden focal weakness, facial droop, or slurred speech
- New/severe and intractable pain
- Severe/prolonged bleeding that cannot be stopped with pressure/elevation
- Vomiting blood (especially if history of liver problems/alcohol)
- Severe allergic reaction Lip/Tongue swelling or wheezing, or after patient has used epinephrine pen
- **Seizure** First seizure, prolonged seizure (>3-4 minutes)
- Head Trauma
- Back Pain with stool incontinence or urinary incontinence retention
- **High blood sugar** with confusion
- Low blood sugar confusion/unresponsiveness, seizure, inability to swallow
- **High blood pressure** with chest pain/shortness of breath/severe headache/confusion/vision changes/focal weakness/numbness
- Low blood pressure with severe dizziness/fainting spells, falls, confusion

Special Situations

Hypoglycemia

- Help patient eat simple carbohydrates (3 glucose tabs, ½ cup juice, 6 lifesavers or 4 teaspoons of sugar)
- Recheck blood sugar after 15 min

If second blood glucose is less than 70:

- Repeat simple carbohydrates and recheck after 15 min
- Once patient's blood sugar is over 100, give a snack of complex carbohydrates (peanut butter crackers)
- Call patient in an hour for blood sugar check and inform your nurse

Fainting

- Lower patient to the floor and lie him or her down
- Raise the feet above the level of the patient's heart
- Call Nurse and remain with patient

If patient has diabetes:

- Help patient check his own blood sugar
- If the blood sugar is low, have them drink juice, chew hard candy, eat a spoonful of sugar

If patient is taking blood pressure medications:

• Help patient check blood pressure

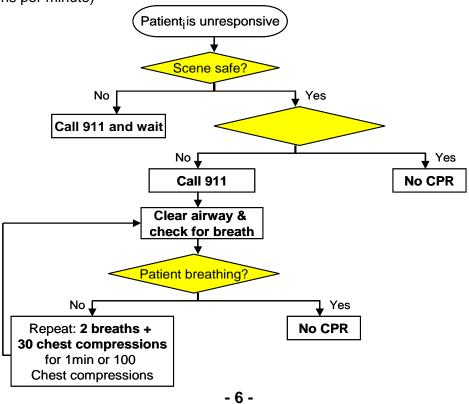
Seizure

- Do not intervene to try to stop the seizure, but only to prevent injury:
- Lower patient to the floor, if possible
- Turn patient on his/her left side
- Loosen any neckwear
- Do not place anything in patient's mouth or try to pry teeth apart
- Observe the following: duration of seizure, type of movements, amount of time before return to full consciousness

Unresponsive and Not Breathing: CPR

NOTE: When you witness sudden collapse in an adult, you can use Hands-Only CPR (e.g. do CPR without breaths at

100 Chest compressions per minute)



Chest Pain

ASK:	•	What do you think is causing the chest pain?	•	Have you had this pain before?
	•	How long have you had it?	•	What do you usually do when you get this pain?
	•	Have you tried anything to make it better today?		

lf:		Wh	at we are worried about	What to do
• • •	Pressure or heaviness in mid-chest Difficulty breathing Pain that travels up to left jaw and neck, or down arm Sweatiness, dizziness, nausea		Heart attack	Call 911 Call NURSE immediately
•	Difficulty breathing Pain with breathing Rapid heart rate Swelling in a leg		Pulmonary embolism	
•	Known heart disease Chest pain is patient's usual angina Patient is supposed to try nitroglycerin if he has this pain		Heart disease	 Instruct the patient to use nitroglycerin as prescribed (1 spray or sublingual tablet every 5 minutes x 3 until chest pain is resolved) Call NURSE immediately for further instructions
• • •	Chest tightness Wheezing Cough		Asthma/Pneumonia	Call Nurse for triage support
• • • • •	Heavy/rich/spicy/acidic meal earlier in the day Burning sensation Acidic backwash in the mouth Burping Indigestion Nausea		Heartburn	*If known asthma: • Follow patient's Asthma Action Plan

Shortness of Breath

Remember:		Use the peak flow meter for the Asthma Action Pla	an.		
ASK:	•	What do you think is causing you to feel short of breath? Have you felt like this before? What do you usually do when this happens?	•	How long have you been feeling this way? What did you try to do today to feel better?	

If:	What we are worried about	What to do		
 Inability to talk in complete sentences Moving neck and chest muscles to breathe; "pulling" to breathe Blue lips Altered mental state (disorientation / confusion) 	☐ Severe respiratory distress	Call 911Call Nurse immediately		
Usual asthma symptoms	☐ Asthma flare	Follow patient's Asthma Action PlanCall Nurse for triage support		
Usual COPD symptoms	☐ COPD exacerbation	Call Nurse for triage supportFollow COPD Action Plan		

Asthma Action Plan Review:

- 1. Try 2 puffs of rescue inhaler (albuterol, alupent, proair, ventolin) OR use nebulizer treatment
- 2. If patient is still short of breath after a few minutes, repeat inhaler/nebulizer
- 3. If patient still has no relief after second inhaler/nebulizer, call NURSE immediately
- 4. If after two treatments, patient does have relief and is Green Zone, ask patient to monitor peak flow over the next 6-12 hours and continue to follow their Asthma Action Plan
- 5. If after two treatments, patient feels better but is in Yellow or Red Zone, call NURSE for further instructions before leaving the house

COPD Action Plan Review:

- 1. Take rescue inhaler (e.g. combivent) OR use nebulizer treatment
- 2. Start antibiotic course and/or steroid course, if part of patient's personalized plan as directed by PCP and NURSE
- 3. If no full relief within 48 hours, see PCP.

Headache

ASK:	•	What do you think is causing the headache?	•	Have you had any changes in your vision?
	•	Have you ever had a headache like this in the past?	•	Did you recently hit your head?
	•	Do you feel nauseated or have you vomited?		

lf:	What we are worried about	What to do
 "Worse headache I ever had" Von httpgd mental state, such as confusion or sleepiness Recent head injury Known hypertension 	□ Brain hemorrhage	
 Fever Stiff neck Vomiting Sensitivity to light Altered mental state 	□ Meningitis	Call 911Call Nurse immediately
 Focal neurological signs, such as weakness in one arm or leg, slurred speech, change in vision, confusion Known hypertension / vascular disease 	□ Stroke	
HIV with low CD4 count	☐ Infection☐ Lymphoma	
Patient has had bad headaches before, but this one feels very different than the usual headaches	☐ Dangerous underlying cause	Call Nurse for triage support
Usual headache that does not get better after 30min with usual meds	□ Dangerous underlying cause	

Nausea/Vomiting and Diarrhea

ASK:	•	When did this start? Have you been having fevers? Have you noticed blood in your stools or in your vomit? Have you noticed specks that look like coffee grounds in your vomit? Dark colored stools? Do you have any belly pain?		•	Have you been able to keep any food or water down? Do you feel faint or light headed? Has this ever happened before? Is anyone you know also sick with the same symptoms?
lf:			What we are worried about		What to do

If:	What we are worried about	What to do
 Severe stomach pain Dark/bloody stool Vomit that looks like coffee grounds Severe vomiting (especially if history of alcohol use) 	☐ Acute internal bleeding	Call 911 Call Nurse immediately
 Persistent nausea / vomiting / diarrhea Dry lips Lightheadedness Confusion Inability to tolerate liquids for past 8hrs 	☐ Dehydration	Call Nurse for triage support
 Persistent nausea / vomiting / diarrhea Stomach pain Fever 	☐ Severe infection	

Fever

ASK:	•	When did the fevers start?		Have you had difficulty breathing?
	•	What do you think is causing the fevers?	•	Have you had a headache?
	•	Is anyone around you also sick with similar symptoms?	•	Have you had diarrhea or vomiting?
	•	Have you had cough, and runny nose?	•	Have you had any itching or burning when you pee?

If:	What we are worried about	What to do
ConfusionSevere pain	☐ Life-threatening infection	Call 911 Call Nurse immediately
 High fever above 101°F Signs of dehydration (dizziness, parched lips and mouth) Difficulty breathing HIV with low CD4 count 	☐ Severe infection	Call Nurse for triage support

Bleeding

AS	K:	•	When did you start bleeding?	•	Has this ever happened before?	
		•	From where have you been bleeding?	•	Do you feel lightheaded or faint?	
		•	Are you on any blood thinners (such as aspirin or	•	Have you fainted?	
			Coumadin)?		•	

If:		What	t we are worried about	What to do
•	Severe or prolonged bleeding that cannot be stopped with pressure or elevation Lightheadedness Blood in vomit or stool Known clotting or platelet problem (Coumadin or hemophilia)		Massive bleeding	Call 911Call Nurse immediately
•	Minor injury		Minor bleeding	 Call Nurse for triage support Elevate bleeding spot Instruct patient to apply pressure
•	Nosebleed		Minor bleeding	 Instruct patient to sit up with head back Instruct patient to apply ice to the bridge of the nose If bleeding lasts for over 10min, call Nurse

Rash / Allergy

Remember: Use gloves if you ever need to inspect the rash.

ASK:	•	When did you first notice the rash?	•	Have you eaten any foods you think you're allergic too?
	•	Where did the rash start and where has it spread?	•	Have you used any new detergents or soaps or lotions?
	•	Is the rash itchy?	•	Does anyone you know have a similar rash?
	•	What do you think is the cause of the rash?	•	Are you having difficulty breathing or swelling of your lips
	•	Have you started any new medications recently?		and tongue?

If:	Wha	at we are worried about	What to do
 Swollen lips or to Wheezing, difficult Drooling, difficult 	ulty breathing	Life-threatening allergic reaction	 Call 911 Call Nurse immediately If patient has an epinephrine pen, instruct them or family member to administer it to their thigh
None of the above Rash is distressing	, .	Infection Allergy Reaction to medication	Call Nurse for triage support

Seizures

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	CHICHIDGE.	

Seizure = muscle stiffening and abnormal rhythmic jerking of arms and legs, or staring gaze but patient not responsive. Seizures can happen to anyone – not just people with epilepsy.

ASK:	•	Have you ever had a seizure like this before?	•	Did anyone witness the seizure?
	•	If you are taking seizure medication, have you missed	•	Did you hit your head?
		any doses?		
	•	Have you been having fevers or headache?		

If:	What we are worried about	What to do
No history of seizures	☐ Dangerous underlying cause	Call 911 and Nurse immediately
 Prolonged seizure (3-4min) Back-to-back seizures No return to normal consciousness within 30min 	☐ Neurologic damage or dangerous underlying cause	 Do not intervene to try to stop the seizure, but only to prevent injury: Lower patient to the floor, if possible Turn patient on his/her left side
Trauma to the head	☐ Internal head bleeding	Loosen any neckwearDo not place anything in patient's mouth or try
High fever preceding seizure	□ Infection	to pry teeth apart
Focal neurologic signs (inability to move one side of the face or body, visual changes, difficulty speaking, impaired sensation)	□ Stroke	Observe the following: duration of seizure, type of movements, amount of time before return to full consciousness
History of seizuresNo red flags (above)	☐ Seizure disorder, not fully controlled	 Follow guidelines above for dealing with patient Once patient is fully conscious, call Nurse together

Fainting/Unconsciousness

ASSESS:	Is patient breathing?Does patient have a pulse?	IF NO,Call 911 immediatelyStart CPR (protocol pg. 4)
If patient	Has this ever happened to you before?	Do you feel chest pain or heart palpitations now or did you
wakes up,	Did you hit your head?	feel it before you fainted?
ASK:	Did anyone witness your fainting spell?	What do you remember of the fainting?

If:	What we are worried about	What to do		
Head trauma or visible bleChest pain, heart palpitationConfusionNausea/vomiting	• Dangerous lingeriving cause	Call 911Call Nurse immediately		
 Patient is feeling faint No red flags (above) 	 ☐ Hypoglycemia (especially if diabetes or alcoholism) ☐ Hypotension (especially if dehydrated or too much blood pressure medications) 	 Lower patient to the floor and lie him or her down Raise the feet above the level of the patient's heart Gently help the person up to a sitting position when feeling less faint Call Nurse and remain with patient *if patient diabetic: Help patient check his own blood sugar If the blood sugar is low, have them drink juice, chew hard candy, eat a spoonful of sugar *if patient on blood pressure medications: Help patient check his own blood pressure 		
Patient reports fainting redNo red flags (above)Feeling fine	Less likely a dangerous underlying cause	Call Nurse to discuss		

Pain

ASK:	•	Where is the pain?	•	How bad is the pain on a scale of 1-10, with 10 being
	•	When did it start?		the worst pain you've ever felt?
	•	Have you had this before?	•	Did you try anything to make the pain better?

REMEMBER,	Chest pain	Follow "Chest Pain" protocol (pg. 5)
"-	Stomach pain	Follow "Nausea / Vomiting / Diarrhea" protocol (pg. 8)
	Headache	Follow "Headache" protocol (pg. 7)

If:	What we are worried about	What to do		
Severe sudden new pain, overwhelming to patient, not relieved by over the counter medications	□ Dangerous underlying cause	• Call 911		
Tearing, severe back pain		Call Nurse immediately		
Any back pain with stool or urinary incontinence				
Exacerbation of chronic painNo red flags (above)	☐ Non life-threatening cause	Call Nurse for triage support		

Neurological changes

Remember: Neurological changes = weakness, numbness, difficulty speaking, change in vision, inability to move or sense normally

ASK:	•	When did this start?	•	Are you having difficulty walking?
	•	Are you having numbness of any part of your body?	•	Do you have a headache?
	•	Is any part of your body suddenly weaker than usual?	•	Are you having trouble with your vision?
	•	Are you having trouble speaking?	•	Has this ever happened before?

If:	What we are worried about	What to do		
 Sudden neurological change One-sided Difficulty speaking / facial droop Difficulty seeing Difficulty walking or moving Loss of balance / coordination (especially if severe new headache) 	☐ Acute stroke	Call 911 Call Nurse immediately		
 "Feeling weak" No red flags (above)	□ Low blood sugar□ Low blood pressure	 Call Nurse immediately *If patient is diabetic: Help patient check his own blood sugar *If patient is taking blood pressure medications: Help patient check his blood pressure 		
Recent – but NOT sudden or acute – neurological change	☐ Other neurological disease (tumor, nerve palsy, etc.)	Call Nurse for triage support		

High Blood Sugar

Remember:

For patients with diabetes, hyperglycemia = blood glucose >130 before a meal, or >180 after a meal. Many patients will have blood sugars above these levels but still feel fine.

ASK:	•	Have you missed any doses of your diabetes medications or insulin?
	•	Are you currently sick with a cold or other infection?
	•	Have you been feeling confusion, thirst, or blurriness of vision?
	•	Have you been urinating more often than usual?

If:	What we are worried about	What to do		
 Blurry vision Serious dehydration due to excessive urination Confusion / grogginess Belly pain Nausea / vomiting 	☐ Life-threatening hyperglycemia (diabetic ketoacidosis or hyperosmolar nonketotic coma)	Call 911Call Nurse immediately		
Blood sugar >500No red flags (above)Patient reports feeling fine	☐ Hyperglycemia that could still become dangerous	 Call Nurse immediately Follow patient's Diabetes Action Plan 		
Blood sugar >300 more than 3 times/week	☐ Poorly controlled diabetes	Flag Nurse		
 One blood sugar 250-300s Known cause for high blood sugar (missed medication, ate more than usual) 	□ Diabetes	Follow patient's Diabetes Action Plan		

Low Blood Sugar

Remember:			Hypoglycemia = blood glucose <70			
ASK: • Did yo		•	Did you skip a meal?	•	Do you feel sweaty, shaky, or confused?	
		•	Did you take too much of your diabetes medication or	•	Does this happen often?	
			insulin?			

If:	What we are worried about	What to do		
Not responsiveConfusion / grogginessSeizureInability to swallow	□ Life-threatening hypoglycemia	 Call 911 Call Nurse immediately If available, help patient/family give glucagon 		
 Blood sugar <70 Sweatiness and shakiness Weakness Headache Confusion Irritability Hunger Pallor Rapid heart rate Lack of coordination 	 □ Too much insulin/diabetes meds □ Not enough food (skipped meal) 	 Help patient eat simple carbohydrates (3 glucose tabs, ½ cup juice, 6 lifesavers or 4 teaspoons of sugar) Recheck blood sugar after 15 min *If second blood glucose is less than 70: Repeat simple carbohydrates and recheck after 15 min Once patient's blood sugar is over 100, give a snack of complex carbohydrates (peanut butter crackers) Call patient in an hour for blood sugar check Flag Nurse 		
Blood sugar <70 after following protocol for 45 minutes	☐ Hypoglycemia that is not responding to basic sugar intake	 Call Nurse immediately Repeat simple carbohydrates until you get a call back 		

High Blood Pressure

Remember: Very high blood pressure = much higher than patient's normal (when in doubt: >180/100)

ASK:	Have you missed any doses of your blood pressure medication?
	Do you have a headache?
	Do you have changes in your vision?
	Do you have chest pain?
	Has your blood pressure ever been this high before?
	Do you feel confused?

If:	If:		we are worried about	What to do	
•	 Chest pain Shortness of breath Severe headache Confusion Blurry vision or loss of vision Difficulty urinating Nausea and vomiting Weakness/numbness in arm or leg or face 		Life-threatening "hypertensive emergency"	Call 911Call Nurse immediately	
•	Very high blood pressure No red flags (above)		Hypertension that could become dangerously high if untreated	Call Nurse for triage support	

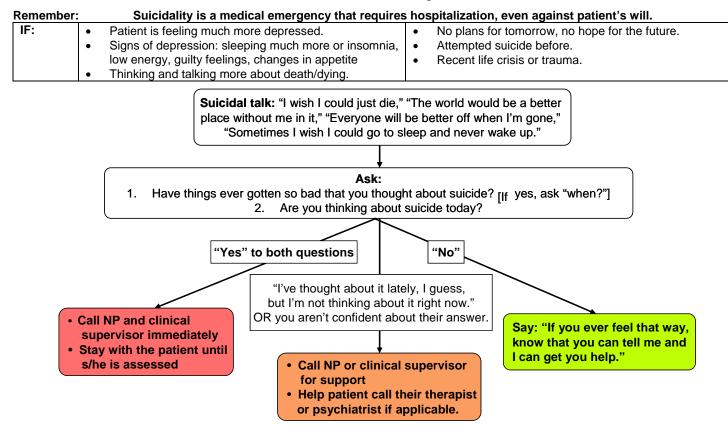
Low Blood Pressure

Remember: Very low blood pressure = much lower than patient's normal (when in doubt <90/60)

ASK:	•	Could you have accidentally taken too much of your blood pressure medication?				
	•	Are you dizzy, lightheaded, or confused?				
	•	Are you currently sick with an infection or have you been having fevers?				
	•	Has this ever happened before?				
	•	Have you been eating and drinking well?				

If:	What we are worried about	What to do		
 Extreme dizziness Multiple fainting spells Fall Confusion Unresponsiveness Fever or other signs of infection 	☐ Insufficient blood flow to brain☐ Serious infection	Call 911Call Nurse immediately		
Very low blood pressureNo red flags (above)	☐ Low blood pressure that could become dangerously low if untreated	Call Nurse for triage support		

Suicidality



Suicide Assessment

Suicide Assessment: Questions the NURSE, SW, or BH Clinician Will Ask Your Patient:

- Plan—"Have you thought about how you would kill yourself?" (yes/no)
 - If yes, "What is the plan? (e.g., pills, gun, etc.)" then go to Means
 - If no, "If you do feel that way, please know that you can tell me and I will get you help"
- Means—Do you have the means to carry out the plan (access to the ____ pills, gun, etc.)?
- Intent—Do you think you would actually carry this out?
- Command hallucinations—Are you hearing voices? What are the voices saying? (Telling you to do something?) Are you seeing things that you think aren't there? Like what?
- Have you told anyone about this plan?
- Have you ever attempted suicide?
- Did you stop taking your psych. meds?
- Do you have a mental health provider?

Suicidality: General Principles to Keep In Mind

- Talk openly and matter-of-factly about suicide. Be direct. ("Are you thinking about killing yourself?")
 - People often think you will put the idea in the mind of the person, but you will not.
- Be nonjudgmental.
- Be willing to listen and allow expressions of feelings.
- Be available. Show interest and support.
- If someone is suicidal, do not leave them alone. If the patient is willing, involve a friend or family member whom they trust.

Homicidality

Remember: Homicidality is a medical emergency that requires hospitalization, even against patient's will.

IF:	•	"I could kill her!"	•	History of out-of-control anger
	•	Threats about killing someone	•	History of homicidality
ASK:	"Do you mean you actually want to kill [the person they mentioned]?" [non-judgmental tone]			

If:	What we are worried about What to do	
Homicidal talk: "Yes I want to kill her." "No, but I could really hurt her." "Maybe I mean it - she deserves it."	□ Danger to others	 Call Nurse immediately Call Behavioral Health Specialist Call Program Manager If you feel unsafe, leave patient's home Otherwise, stay with patient until they have been assessed
"I wouldn't actually hurt her, but I'm so angry right now, I can't even see straight."	□ Not an immediate danger to anyone, but may need support.	 Help patient call their therapist or psychiatrist if applicable. If you are not confident about their answer, call NURSE or clinical supervisor for support.
"No! Since when would I kill anyone? I just meant that I'm mad at her – not that I would ever really hurt her."		Say: "I hear you. If you did ever feel that way, know that you can tell me and that I will get you help."

Threat of Violence

Remember:

Dangerous situation = anytime you witness physical violence or fear that violence may happen soon. You should always think about how your actions will impact the safety situation and your future relationship with your patient.

lf:		What we are worried about	What to do	
•	Physical fighting between adults or adult and child, with or without weapons	☐ Acute violence	 Do NOT try to intervene in a fight Get yourself to safety Stay calm If someone has been severely injured, call 911 (once outside the house) Call Nurse immediately 	
•	Suspected or reported physical violence, abuse or neglect towards children, elders or disabled persons	☐ Child, elder or disabled person abuse	Call Nurse and Program Manager. Work together to determine next steps and how to document.	
•	Suspected or reported physical violence between partners	□ Domestic violence	 Get yourself to safety if you feel threatened Call Nurse and Program Manager for future action plan (behavioral health and/or social service referrals) Consider future visits outside the home or with two staff members 	

Drug Intoxication / Overdose

REMEMBER,	•	Concerns for safety (for yourself or anyone	•	Follow "Threat of Violence" protocol (pg. 22)	
IF:		else involved)		,	

If:	What we are worried about	What to do	
 Unresponsiveness Unconsciousness Drug paraphernalia, empty pill or alcohol bottles 	☐ Life-threatening overdose	 Call 911 then Nurse Follow 911/NURSE instructions Always start CPR right after calling 911 if patient unconscious and not breathing 	
 Very sleepy/confused state Difficulty keeping person awake Pupil changes (may be very small) Difficulty breathing Chest pain Vomiting Suspected drug use 	☐ Drug or medication overdose	Call Nurse immediately	
 No signs or symptoms of serious overdose (above). Patient appears high or drunk Pressured speech Fidgeting Alcohol odor Disruptive behavior that makes visit unproductive 	☐ Unproductive visit	 Politely end the visit ("I see this isn't a good time for you") Make plan to reschedule and clarify why you had to end the visit Flag Nurse Consider future visits outside the home or with two staff members 	

Social Emergencies

If:		What we are worried about	What to do
•	Threat of eviction within two days No food No heat Acute immigration issues or threat of deportation	☐ Acute and threatening social emergency	 Educate patient on resources Contact Nurse who may refer you to resource specialist on Tracking and Coaching Team
		☐ Looming social emergency that is non-threatening currently	Contact Nurse who may refer you to resource specialist on Tracking and Coaching Team or help you manage the situation yourself