

SHAPE your School Mental Health System!



www.theSHAPESystem.com

The School Health Assessment and Performance Evaluation (SHAPE) System is a **free**, interactive system designed to improve school mental health **accountability, excellence, and sustainability**.

The SHAPE System is part of the U.S. Department of Health and Human Services, Health Resources and Services Administration, Maternal and Child Health Bureau effort to expand and improve the quality of comprehensive school mental health systems (CSMHS) in the United States.

SHAPE Logistics

1. Identify a school mental health team leader and create an account on The SHAPE System

This can be any individual dedicated to advancing school mental health in your school or district. Select your state, district, and school (if applicable) to create your school or district account in the SHAPE System. Once you create an account, you can invite other team members to help you complete the SHAPE Assessments and have access to customized reports and resources. You may register your team at the district or school level. Once one person registers your school or district and invites other team members, everyone has the same access to your SHAPE account.

2. Add other school mental health team members to your SHAPE System account.

For District completion, team members may include:

- ◆ School District Leader (this individual may be the SHAPE team leader)
- ◆ School Administrator (e.g. principal or vice principal)
- ◆ School employed Supervisor/Director (e.g. director of student support services)
- ◆ Community employed Supervisor/Director (e.g. clinical director of a community behavioral health organization that provides school mental health services)
- ◆ Youth/Family Advocate or Consumer

For School completion, team members may include:

- ◆ School Administrator (e.g. principal or vice principal)
- ◆ School employed Supervisor/Director (e.g. director of student support services)
- ◆ Community employed Supervisor/Director (e.g. clinical director of a community behavioral health organization that provides school mental health services)
- ◆ Youth/Family Advocate or Consumer

3. Complete the School Mental Health Profile

Print the School Mental Health Profile to view the data that is requested. Identify data sources and/or work together within the team to accurately determine how to secure data and whether data sources are unavailable. (1 hour to complete)

Once you complete your School Mental Health Profile you will **achieve Bronze Star SHAPE recognition** and have **access to your free customized School Mental Health Profile Report**, in addition to the **broad repository of school mental health resources housed on the SHAPE System**.





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4. Complete the School Mental Health Quality and Sustainability Assessments

Self-assess your school mental health system's quality and sustainability based on national standardized performance measures just for school mental health. Each time your team works together to submit information on SHAPE, you will have access to free, customized reports reflecting your school's or district's data. (Each assessment takes ~1-2 hours to complete)

* After completing either the Quality or Sustainability Assessment you will achieve **Silver Star SHAPE recognition**

* After completing both Assessments you will achieve **Gold Star SHAPE recognition**.

5. Use customized reports and resources to advance your improvement goals

Once you have completed your School Mental Health Profile and your quality and/or sustainability self-assessments, anyone on your team can utilize the customized reports, free resources, and/or Strategic Planning Guide to advance your improvement goals.

Examples of how to use reports and resources include:

- ◆ Send your School Mental Health Profile report to stakeholders to share the structure, staffing, and services of your CSMHS.
- ◆ Use your customized reports to assess and reassess services, supports, and improvement priorities within your CSMHS.
- ◆ Use the assessment and/or reporting process in SHAPE as a mechanism to convene your multidisciplinary district team and collaborate on goal setting and quality improvement activities.
- ◆ View resource library materials for the performance areas you are most interested in working on as a team.
- ◆ Get ideas about action steps to move your work forward and review resources at your own pace.

