



Threat Assessment Procedure

Procedure Number: 119P

Responsible Office: Vice President, Student Affairs

Forms: [Incident Report Forms](#)

Effective Date: 11/29/2016

Date Last Reviewed: 03/28/2024

1. Purpose

To provide a procedure for assessment and intervention for individuals whose behavior poses a threat to the safety of the campus community.

2. Definitions

Campus Care Team: A team established with a representative from each campus to coordinate support and strategies for students who may be distressed, struggling or in need of resources.

Threat Assessment Team (TAT): A group established in accord with Virginia law to identify and assess risks posed by concerning behavior. TAT responds College-wide to escalated cases of severe and extreme risk.

Violence Prevention Committee (VPC): The VPC establishes policies and procedures for the prevention of violence on campus, including assessment of and intervention with individuals whose behavior poses a threat to the safety of the campus community.

Virginia Code: See Va. Code § 23.1-805. The statute calls for a threat assessment team that includes members from law enforcement, mental health professionals, student affairs and human resources representatives, and, if available, college or university counsel.

3. Procedure

Reporting: Any member of the NOVA community anticipating, observing, or experiencing any aspect of threat, intimidation or violence that affects the NOVA community is expected to file an online report. In an emergency, the reporter should first contact NOVA Police.

Threat Assessment Team Composition (TAT): TAT membership includes, at a minimum, representatives from College Police, Student Affairs Associate Vice President serves as Chair, Human Resources, Director and Case Manager for the Office of Wellness and Mental Health (OWMH), Administrative representative, Human Resources representative, Title IX representative, VCCS Legal Representative and classified staff representative, if available.

TAT Responsibilities: Identifies and assesses cases of severe and extreme risks posed by concerning behavior within the entire college community. TAT provides guidance, recommends interventions and facilitates communication and coordination collegewide.

If you feel that an imminent threat exists, dial 911. For concerns that do not require an immediate Police response, submit an [incident report](#).