# Appendix 2: Suicide prevention and postvention plan 2015–2017

District Health Board name

Date

Contact person and title

#### Endorsement by key parties to the plan (senior management, other agencies or community groups)

Key party Date

Key party Date

Key party Date

This template is provided as a guide for DHBs to develop a Suicide Prevention and Postvention Plan.

DHB Suicide Prevention and Postvention Plan

**Context**

From 1 July 2014 all District Health Boards (DHBs) are required to develop and implement suicide prevention and postvention plans, and to facilitate integrated cross-agency and community responses to suicide in their area.

These plans are to cover activity from July 2015 to June 2017. The newly created Suicide Prevention and Postvention DHB toolkit will be available on the Ministry website from February 2015, to provide guidance on best practice for preventing suicide and responding to suicide clusters or contagion.

This template may be used to ensure that suicide prevention and postvention plans cover core aspects of activity, listed below. This is by no means the only suitable template, but the key areas of activity listed here must be included in any plan submitted. Where appropriate, information can be presented using charts, schematics and flow charts.

Suicide prevention and postvention plans are expected to be no longer than 10 pages.

**Reporting requirements**

* A draft suicide prevention and postvention plan is due to the Ministry by 20 April 2015. Please submit your plan to the Ministry via the DHB quarterly reporting website.
* The Ministry will review the plans and provide feedback so that final plans can be submitted by 20 July 2015.
* From July 2015 you will be required to select two or three actions to focus on. From December 2015, reporting will be by exception and focusing on highlights. Once the suicide prevention and postvention plan is confirmed, the actions selected for focus should be included in your 2015/16 DHB Annual Plan.
* A report about all of the activities in the plan (section four) will be required by 20 July 2016, once the plan has been operational for a full year.

## Planning guidelines

Please used the italicised bullet points as a guide, then delete.

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| **1 Introduction**   * *An outline of the purpose and scope of the plan, acknowledging the contributing parties, including community groups.* * *A summary of the local demographics, suicide statistics and identify at-risk populations (eg, youth, Māori, Pasifika, LGBTI, rural).* |

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| **2 Current status and linkages**   * *Include a scan of prevention/postvention activities in the region. This should not be limited to DHB activities only.* * *Describe how the proposed activities in the plan align with the goals of the New Zealand Suicide Prevention Strategy 2006–2016.* * *Explain the linkages with other initiatives in the New Zealand Suicide Prevention Action Plan 2013–2016.* |

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| **3 Governance**   * *Describe where and how governance responsibility for suicide prevention and postvention will be sited.* * *Explain how governance will be managed.* |

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| **4 Stakeholder engagement**   * *Identify key stakeholders including DHB linkages (internal and external) as well as PHOs, Police, schools, Child Youth and Family, NGOs, national providers, Māori and Pasifika groups and other community partners. These relationships should be reflected throughout the plan.* * *Describe how local stakeholders have been engaged with in developing the plan.* * *Explain the roles the various stakeholders will hold and how these relationships will be managed on an ongoing basis.* |

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| **5 Areas of activity** (refer table on next page)   * *Please complete the table on the next page to record the activities you will be undertaking covering the five key areas. Include the objectives, deliverables (with dates) and expected outcomes. The final column will be used for reporting against these.* |

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| **6 Monitoring and evaluation**   * *Describe how you will monitor and report on the plan’s implementation.* * *Describe how you will continue to improve the plan and its implementation, eg, by incorporating lessons learnt.* |

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| **7 Identification and mitigation of risk**   * *Describe any potential risks as the result of the planned activity.* * *Describe mitigation strategies to address risk.* |

### 5 Areas of activity

Please complete this table to record the activities you will be undertaking across the five key areas listed below. Include the objectives, deliverables (with dates) and expected outcomes. The final column will be used for reporting against these.

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| **Area of activity** | **Objectives** | **Key activities, milestones and deliverables (with dates)** | **Expected outcomes** | **Reporting** |
| A Resilience building activities in the region – activities to respond to early risks, promote mental health and wellbeing and help prevent suicide |  |  |  |  |
| B Information on workforce development for health workers and key community gatekeepers to respond to distressed people in the community |  |  |  |  |
| C Approaches specific to at-risk groups such as Māori, Pasifika and other vulnerable populations |  |  |  |  |
| D Multi-agency postvention response in cluster and contagion situations |  |  |  |  |
| E Postvention approaches in in‑cluster situations |  |  |  |  |