



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY RECRUITING COMMAND AND FORT KNOX
1307 THIRD AVENUE
FORT KNOX, KENTUCKY 40121-2725

AMIM-KNH-SR (100)

12 December 2023

MEMORANDUM FOR

Commanders, All Units Reporting Directly to this Headquarters
Directors and Chiefs, Staff Offices/Departments, HQ USAREC

SUBJECT: Fort Knox Policy Memo 15 Suicide Postvention and Suicide Response Team (SRT) Operations

1. References.

- a. Army Regulation (AR) 600-92, Army Suicide Prevention Program
- b. AR 638-8, Army Casualty Program.
- c. ALARACT 088/2023 Suicide Response Team
- d. DOD Postvention Toolkit for a Military Suicide Loss
- e. Army Resilience Directorate (ARD) Suicide Postvention Handbook

2. Purpose. To establish policy for Commanders and Directors to ensure the highest level of postvention assistance and support following a suicide by a Service Member, Family Member, or Department of the Army Civilian.

3. Policy.

a. Postvention consists of a sequence of planned support and interventions carried out with survivors in the aftermath of a completed suicide. Postvention may serve as prevention and intervention for survivors. The goal is to support those affected by a suicide, promote healthy recovery, reduce the possibility of suicide contagion, strengthen unit cohesion, and promote continued mission readiness.

b. In the event of a Service Member, Family Member, Department of the Army Civilian or government contractor suicide, the following actions should be taken at the unit level:

(1) The Command or Directorate will immediately inform the chain of command and follow guidelines per the Commander's Critical Information Requirements for generation of a Serious Incident Report through the Installation Operations Center. See Enclosure 2 Fort Knox Suicide

AMIM-KNH-SR (100)

SUBJECT: Fort Knox Policy Memo 15 Suicide Postvention and Suicide Response Team (SRT) Operations

Postvention Checklist First 48 Hours.

(2) Initiate proactive measures to prevent loss of life within their units due to suicide and to reduce the impact on survivors if an apparent self-inflicted death takes place. Commanders will confer with their supporting Behavioral Health provider and chaplain to determine the actions necessary after a suicide attempt. Commanders must be mindful of supporting the Soldier and balancing privacy and PII while identifying and mitigating risk within the unit, see Enclosure 4 ARD Suicide Postvention Handbook.

(3) If the suicide event is a Service Member or Family Member, the Commander will call the Fort Knox's Casualty Assistance Center's 24-hour phone at (502) 888-7005, to provide necessary documentation and receive additional guidance on notifications.

(4) The Command or Directorate will also contact the Garrison Commander's office to alert installation resource providers to support a Suicide Response Team (SRT) if needed.

(5) Within the first few hours of notification, the Command or Directorate Headquarters will establish a "control center" to manage communication and coordination with affected unit, see Enclosure 2 Fort Knox Suicide Postvention Checklist First 48 Hours.

(6) The Commanders from all components must complete and submit a signed and encrypted DA Form 7747, Aug 2023, Commanders Suspected Suicide Event Report to the DCS, G-1, ARD, ATTN: Suicide Prevention at: usarmy.pentagon.hqda-dcs-g-1.mbx.csser@army.mil, on every suicide or equivocal death which is being investigated as a possible suicide.

a. Complete and submit Section I of DA Form 7747, Aug 2023, Commanders Suspected Suicide Event Report to usarmy.pentagon.hqda-dcs-g-1.mbx.csser@army.mil, next higher Command, IOC, Suicide Prevention Program Coordinator (SPPC), and Installation Director of Psychological Health within 24 hours.

b. Complete and submit Section II of DA Form 7747, Aug 2023, Commanders Suspected Suicide Event Report to usarmy.pentagon.hqda-dcs-g-1.mbx.csser@army.mil, next higher Command and SPPC within 5 days.

c. Complete and submit Section III of DA Form 7747, Aug 2023, Commanders Suspected Suicide Event Report to usarmy.pentagon.hqda-dcs-g-1.mbx.csser@army.mil, next higher Command and SPPC within 60 days.

AMIM-KNH-SR (100)

SUBJECT: Fort Knox Policy Memo 15 Suicide Postvention and Suicide Response Team (SRT) Operations

d. Assist the SPPC with the completion of the DD Form 2996 Department of Defense Suicide Event Report (DODSER).

e. In the event of a Service Member, Family Member, or Department of the Army Civilian suicide, the following actions should be taken at the installation level:

(7) Upon receipt of the Serious Incident Report, the Installation Operations Center will forward all such reports immediately through reporting channels, including distribution to the Garrison Commander, Senior Command Chaplain, Installation Director of Psychological Health, and the SPPC for immediate action. See Enclosure 2 Fort Knox Suicide Postvention Checklist First 48 Hours.

(8) Within 48 hours, the Garrison Commander or their delegate will convene the Suicide Response Team at Casualty Assistance Center office bldg. 1378, Graham Hall and assemble the needed community resources for survivors of a death by suicide or suspected suicide. See AR 600-92 paragraph 3-5 and Enclosure 2 Fort Knox Suicide Postvention Checklist First 48 Hours.

a. The Suicide Response Team purpose is to assist and advise the commander after a suspected suicide or suicide attempt in assessing the situation, determining appropriate COAs, and directing immediate interagency and inter-staff actions. The Suicide Response Team supports the suicide prevention objective to increase the timeliness and usefulness of suicide behavior surveillance and associated risk; be aware of protective factors in the reporting system to improve preventive actions; to coordinate actions to support immediate unit recovery processes; and to develop recommendations for medium and long-term postvention activities. See Enclosure 4 ARD Suicide Postvention Handbook and AR 600-92 paragraph 3-5.

b. The Suicide Response Team is composed of the Garrison Commander and includes at a minimum Division Chief of Staff or G-1, Division Command Sergeants Major/Senior Enlisted Advisor, SPPC, unit medical officer, unit chaplain, installation chaplain, United States Army Criminal Investigation Division Special Agent in Charge, Provost Marshal, or Department Emergency Services, Public Affairs Office, Community Readiness and Resiliency Integrator, Survivor Outreach Services representative, Equal Opportunity Officer, and Casualty Assistance Center Chief. Additional team members may include Family Advocacy Program representative, Army Substance Abuse Program Manager, and/or Sexual Harassment/Assault Response and Prevention Program Manager.

AMIM-KNH-SR (100)

SUBJECT: Fort Knox Policy Memo 15 Suicide Postvention and Suicide Response Team (SRT) Operations

c. The Suicide Response Team should support commanders in the identification, evaluation, and medical evacuation (if necessary) of Soldiers at increased risk of suicide because of a suicide event.

d. Suicide Response Team members should be prepared to review/brief the decedent's background demographics and unit and/or organizational affiliation. Members will review the circumstances of the event and the status of the decedent's family and affected unit members as reported by chaplain and/or casualty assistance officer.

e. Suicide Response Team members should be prepared to review and complete suicide event data reporting and information requirements. Members will review postvention phases as outlined in the ARD Suicide Prevention Handbook. Identify barriers that may hinder the Suicide Response Team and strategies to mitigate any expected harmful behavior.

f. Recommended inputs into the Suicide Response Team will be the unit command team knowledge of the individual. Suicide Response Team members and other identified personnel are to support the completion of reporting requirements and information gathering. Suicide Response Team members will consolidate any information they can glean on the individual and brief the Senior Commander or their delegate on their relevant findings.

g. Recommended outputs from the Suicide Response Team will be to assign Suicide Response Team roles and responsibilities, establish reporting timelines, and responsible reports and due outs to specific personnel and resources.

h. The SPPC will help with coordination for all Department of the Army Civilians with the Employee Assistance Program Coordinator and the Suicide Response Team.

(9) Within 60 days the Garrison Commander will host and facilitate a Suspected Suicide Fatality Analysis Review Board with unit Commanders, key Suicide Response Team members, and identified installation resources, see AR 600-93 paragraph 3-6.

AMIM-KNH-SR (100)

SUBJECT: Fort Knox Policy Memo 15 Suicide Postvention and Suicide Response Team (SRT) Operations

4. Point of Contact is the ASAP Specialist with duties as SPPC, Mr. Shirley Johnson Jr., shirley.k.johnson2.civ@army.mil, (502) 624-7374.

5 Encls

1. DA Form 7747

2. Fort Knox Suicide Postvention
Checklist First 48 Hours

3. DOD Postvention Toolkit for a Military Suicide Loss

4. ARD Suicide Postvention Handbook



JOHNNY K. DAVIS
Major General, USA
Commanding