## Referral decision Student in emotional distress Is there an imminent risk? Unlikely Not sure Within office hours: Advise student to Take prompt and Contact CoPE for approach CoPE necessary actions via phone or in person assistance such as calling the Police (852) 999 or the Non-urgent need: **Outside office hours: Security Control Centre** email: Consider counsulting a (852) 3917 2882 cedars-cope@hku.hk crisis service helpline in the community (Refer to Online registration: Chapter 6) https://www.cedars. hku.hk/cope/cps/ online-registration Facilitate the referral if CoPE Office Hours Decide if you want to appropriate consult or inform the Mon - Fri 9:00am - 5:45pm CoPE Duty Counsellor / (Tel) 3917 8388 Director of CoPE Student refuses Student agrees to seek help to seek help CoPE Drop-in Service Mon – Fri 10:00am – 5:00pm Student will be Register online Contact to make a direct CoPE Duty invited to attend a 20-minute Counsellor appointment screening by (routine waiting CoPE time: 2-4 weeks)

<sup>\*</sup> CoPE: Counselling and Person Enrichment Section of CEDARS