

**PSYCHOLOGICAL COUNSELLING CELL  
GGV, BILASPUR**

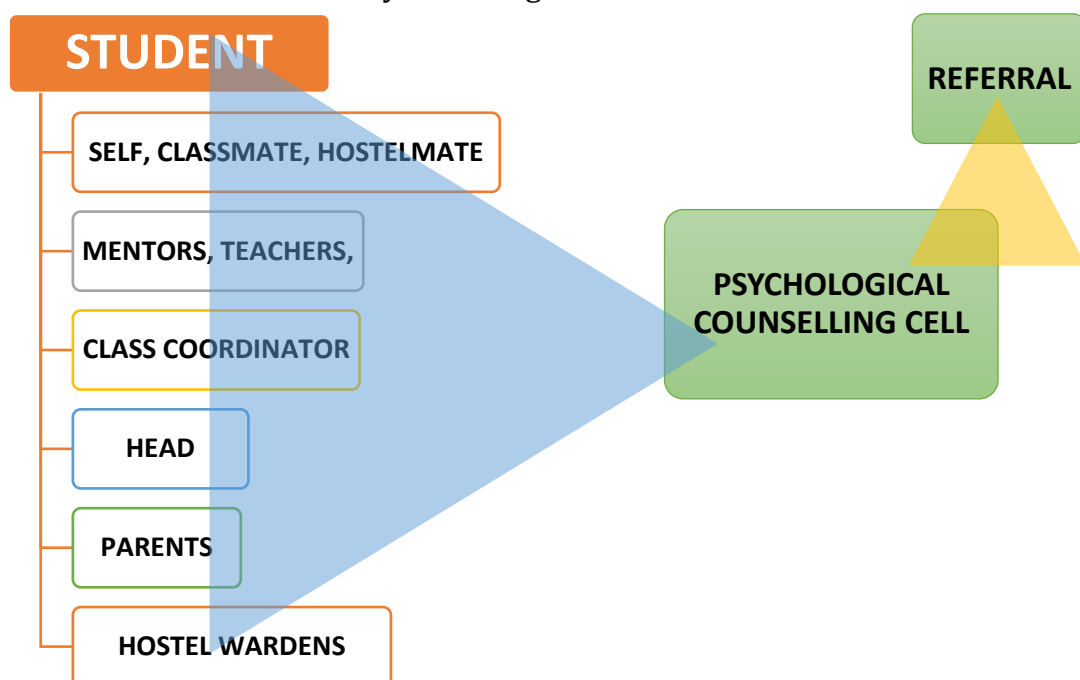
To  
The Deans/ Heads,  
Schools of Studies & Departments of GGV,  
Respected Sir/Madam,

This is regarding the wide dissemination of information regarding the availability of psychological counselling services in the university campus as well as starting up an appropriate pathway at the department level for providing systematic and timely access to services towards catering the needs regarding mental health issues. We have already in hand some proposed awareness activities for the teachers as well as the students and we are expecting to come up with them very soon as we get the approvals from the finance. By that time, it is a need to spread the information among our clientele about this service which the university is providing in collaboration with the State Mental Health Hospital, Sendri, Bilaspur. We have already reached to the students of some departments through their induction programmes. But to systematise the services and to increase the contact point to get a help in need, we request you to go through the following and take considerate action please.

**APPROPRIATE PATHWAY TO BE DEVELOPED AT THE DEPARTMENT LEVEL**

It is requested to have an open discussion with the fellow learned members of the department /school:

- To inform them about the cell
- To request each mentor of the departments to share the attached poster and information regarding the cell in their respective mentored groups
- To inform the respective mentees to share and discuss with the classmates, mentors, teachers of the department— if they feel to have any related problems, OR, if they feel some other fellow students have any related problems.
- To contact the cell (through call and SMS/WhatsApp) if any mentor/ teacher/ student/ scholar/ parent feels someone is showing indications of disturbed mental health and needs help.
- The problem can reach us directly or through this channel:



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- To get the posters visible in your noticeboard.
- To create a student-help-group by taking male and female students from various programmes and batches and get their contact numbers notified, so that we can increase the contact points for peer help. This list should also be sent to the PCC. The cell already has a bunch of proposed awareness programmes to provide them gatekeeper training in collaboration with the State Mental Health Hospital, Sendri, Bilaspur. Till then please keep this ready.

**THE APPROVED STANDARD OPERATING PROCEDURE FOR COUNELLING SUPPORT BY THE PSYCHOLOGICAL COUNSELLING CELL IS AS FOLLOWING:**

- People feeling a service needed from the cell (for themselves or others) should visit the office of the Psychological Counselling Cell, GGV or contact any of the members through call or WhatsApp or text SMS.
- They have to fill up a self-report form, available in the office.
- Basic non-professional, non-clinical guidance shall be provided at a suitable time which will be recorded. A referral to appropriate professional counselling authorities shall be initiated.
- The department or the Parents shall be informed if required with the consent of the client.
- The interview, report and details of the client shall be kept confidential.

Looking forward to your kind cooperation for developing the pathway and wide circulation of the above among the staff members and the students,

COORDINATOR

THE PSYCHOLOGICAL COUSELLING CELL, GGV