

### **Mental Health Steps - ZOOM**

1. Receive phone call requesting consult
2. Unlock iPad
3. Tap the Zoom app
4. Tap "New Meeting"
5. Tap "Start a Meeting"
6. Go to "Participants" in top right corner & select "Invite" and then "Invite from Contacts"
7. Access dropdown to call correct iPad/LE officer – then tap "invite" to call the officer
8. Officer/Deputy will accept call
9. Complete evaluation
10. Prior to ending call, make sure that LE officer is aware of decision/follow-up plan
11. Tap "End meeting" in top left corner
12. Select "End Meeting"
13. Complete survey