



Thank you for your interest in becoming a Certified QPR Gatekeeper Instructor. This initial mailing includes our orientation to the QPR Self-Study Course, a description of the rights and responsibilities of a Certified QPR Gatekeeper Instructor, an overview of the course content and a licensing agreement.

QPR has been taught to thousands of people across the United States. Instructors from around the country, as well as the originator and his staff, have tried to anticipate your every need, as well as the needs of those Gatekeepers you will train. This material was developed by a multi-disciplinary team of clinicians and suicidologists at the QPR Institute.

We realize that teaching suicide prevention is a difficult challenge and that we do not have a great deal of research to guide us in how we should proceed. Still, we do know something about the nature of suicidal communications, about what causes people to become suicidal and that suicidal individuals do respond to efforts to help them. Our experience has shown us that audiences are anxious to learn about suicide and quick to acquire the necessary skills to make a potentially life-saving intervention. Throughout the self-study guide, lectures and videos contained therein, you will become familiar with the underlying philosophy of our suicide prevention programs and educational goals. Ours is a community-based, person-to-person approach with built-in evaluation and research methodologies.

To maintain the quality and integrity of the QPR Program, you will be asked to enter into a Licensing Agreement that stipulates the conditions and requirements of teaching QPR to the public. The licensing agreement may seem a bit intimidating but a careful reading will help clarify your rights and responsibilities, as well as ours. Our intention here is to maintain the current high quality of QPR training. If you have any questions about the licensing agreement, please call us at (888) 726-7926. To assure program standards for instructors, you will be asked to complete tests for our ongoing research and evaluation, and provide additional documentation as to your proficiency in teaching QPR.

Because we feel this information is so critical to the safety of suicidal people and their families, we aim for a high degree of quality and consistency in our Gatekeeper training programs. To enhance quality, your instructor's materials include an evaluation format that you can use with audiences to get feedback from which you can enhance and improve your presentations.

You may also wish to participate in one or more of our research projects. With more than 200,000 Gatekeepers trained at the time of this writing, we are convinced that, as a Certified QPR Instructor, you can carry this important prevention method to your community. Guidelines and materials for getting QPR started in your community are also included in your package.

Mission Statement

The QPR mission is to save lives and reduce suicidal behaviors by providing innovative, practical and proven suicide prevention training. We believe quality education empowers all people, regardless of their background, to make a positive difference in the life of someone they know.

Our goal is nothing less than to train everyone in America in QPR and to help bring an end to the tragedy of suicide. Thank you for your willingness to help us in this endeavor.

The Staff of the QPR Institute



COURSE CONTENT AND MATERIALS

The self-study course includes:

- Chapter 1** The Epidemiology of Suicide/Risk Factors (lecture on CD)
- Chapter 2** Suicidal Communications (text)
- Chapter 3** Suicide and Suicide Prevention in History (text)
- Chapter 4** 9-minute QPR Introductory Video (on QPR Instructor's teaching CD) and text
- Chapter 5** Gatekeeper Training, Research and Development (text)
- Chapter 6** A New and Promising Approach to Suicide Prevention (text)
- Chapter 7** Teaching QPR (text)
- Chapter 8** The Question and Answer Period (text)
- Chapter 9** Getting Started with QPR (text)
- Chapter 10** Summary and Completion of the Self-Study Course
Post-Test/Continuing Education Credits and Certification Process

Items to be completed and returned to QPR Institute for Certification:

- Post-Test Multiple Choice Questions
- Essay Test Questions
- Course Evaluation
- Gatekeeper Instructor Survey

Teaching QPR

- Presentation Evaluation for Your Courses
- Research Protocol and Data Collection Master

Appendix

- Risk Factor Summary
- Prevention and Intervention Executive Summary

As a self-study QPR student, you will receive two 3-ring binders containing:

The Certified QPR Gatekeeper Instructor's Self-Study course which includes:

- ◆ The self-study guide (written materials and lecture CD)
- ◆ A post-test
- ◆ Access to QPRI's 888 number for consultation on the self-study course
- ◆ A subscription to the *QPR Times* - a newsletter created and published via the internet, specifically for Certified QPR Gatekeeper Instructors (on course completion)
- ◆ Three year certification
- ◆ 12 Continuing Education Credits with the National Board of Certified Counselors (5889)

The QPR Instructor's Manual which includes:

- ◆ Detailed instructions/guidelines for presenting QPR
- ◆ The QPR Certified Gatekeeper Instructor's teaching CD with suicidal communications vignettes, suicide statistics, the QPR 9-minute introductory video hosted by Carrie Fisher, PowerPoint slides for teaching the core Gatekeeper training
- ◆ Audio CD of an actual QPR Gatekeeper training
- ◆ 25 QPR booklets and cards and an order forms for future training needs. (Resource booklets and cards are to be distributed at all Gatekeeper trainings.)
- ◆ A "*Tender Leaves of Hope, Helping Someone Survive a Suicide Crisis*" booklet
- ◆ A tool kit (continuously updated) with information on various issues related to suicide, promoting your QPR training to the community and fund-raising
- ◆ Two books by Dr. Paul Quinnett:
Suicide: The Forever Decision
Counseling Suicidal People, A Therapy of Hope

To introduce you to the training course, please review the following materials.



BASIC PRINCIPLES

- ◆ **QPR** recognizes that suicidal behavior is interpersonal in nature, potentially deadly, understandable and usually preventable.
- ◆ **QPR** recognizes that even socially isolated individuals have some sort of contact with their community (e.g., family members, doctors, teachers, employers, bankers, counselors, attorneys, etc.). These individuals play pre-existing roles in the at-risk person's life and, with a little training, these same individuals can help save lives.
- ◆ **QPR** teaches diverse groups within each community how to recognize the "real crisis" of suicide and the symptoms and communications that may accompany it.
- ◆ **QPR** addresses high-risk people within their own environments, versus requiring individuals to initiate requests for support or treatment on their own.
- ◆ **QPR** offers the increased possibility of intervention early in the depressive and/or suicidal crisis.
- ◆ **QPR** encourages trained Gatekeepers to take the individual directly to a treatment provider and/or community resource.
- ◆ **QPR** stresses active follow-up on each intervention.

The fundamental premise of QPR's effectiveness is based on the belief, and growing research, that those most at-risk for suicide do not self-refer. To locate these individuals, identify their suicidal communications and get them to needed services is at the heart of the QPR approach to suicide prevention.

GENERAL COURSE OBJECTIVES

- ◆ Participants will become familiar with the QPR approach to suicide prevention and be able to articulate its philosophy, methodology and objectives.
- ◆ Participants will become familiar with the epidemiology of suicide, common risk factors and available statistical information which best describes the prevalence of suicide in America and those populations most at risk.
- ◆ Participants will learn about the history of suicide prevention, together with the cultural context in which suicide occurs.
- ◆ Participants will be able to name the major organizations currently working to prevent suicide in America and elsewhere.
- ◆ Participants will become familiar with the history of QPR, its development, research and where QPR fits into the spectrum of suicide prevention efforts.
- ◆ Participants will learn about other suicide prevention strategies currently available.
- ◆ Participants will learn the three essential components of a QPR presentation and how to train suicide prevention Gatekeepers.
- ◆ Participants will become familiar with the most frequently asked questions from audiences, and be able to respond to sample questions in an informed fashion.



CERTIFICATION PROCESS

When you have completed the Self-Study Course, including the Post-Test (both multiple choice and essay) you will complete the Course Evaluation Form and Self-Study Survey and send all these materials to the QPR Institute. When these materials have been reviewed, a scored test and any necessary notations will be returned to you along with your Certified QPR Gatekeeper Instructor's Certificate.

What Certification Means

Once you have completed and successfully passed this course and have received your three-year certification, you may undertake any of the following:

- ◆ Conduct QPR Gatekeeper training programs to any audience
- ◆ Volunteer your time and materials or charge a usual and customary fee for this training, based on your community standards
- ◆ Use the certificate as part of your resume in any professional manner you wish
- ◆ Use the QPR Institute's 888-number for consultation about training, problems or procedures, at no charge
- ◆ Contribute to the QPR Toolkit and/or newsletter, subject to editorial review

At the end of the three-years, you will receive a notice regarding recertification along with a survey that we ask you to complete. The fee for the next three-years' certification is \$85.00.

LIMITATIONS

Your certification only allows you to present community Gatekeeper trainings. Certification does **not** include the right to train others to become Gatekeeper Instructors.

Upon course completion, you are a qualified buyer of QPR booklets and cards. These may be used **only** in your training programs and may not be resold for any purpose.

You may not continue to use this credential and/or purchase QPR booklets and cards without re-certification.

PLEASE NOTE: Should you have any questions about the meaning of certification, please review your copy of the Licensing Agreement for details and/or call the staff at the QPR Institute: (509) 536-5100 or (888) 726-7926. Email: qinstitute@qwest.net



ONGOING COSTS

The QPR Gatekeeper training method was designed to be presented in a one-hour format, thus enabling thousands of people to hear a message about suicide prevention while learning the fundamental skills necessary for a basic intervention. Because the subject of suicide is so emotionally charged and because there may be people in the audience who know someone currently in a crisis, it is imperative that the QPR booklet and card be given to each Gatekeeper trained. These booklets and cards are essential to the QPR method and provide two important elements to the training:

- ◆ **The QPR booklet.** This 24-page booklet contains field-tested and essential information about suicide and its prevention, some of which the trainer may not be able to cover during the course of one hour. The booklet also includes a review of the most typical emotional reactions of people upon hearing suicidal communications for the first time. Additional topics include: the role of fear and denial in others during a suicidal crisis, the relationship of alcohol and substance abuse to suicide risk, a critical message about removing the means of suicide and a generic review of state laws that support the Gatekeeper in the event someone suicidal refuses to get help. These printed materials were designed to fit inside a book or notepad, a lady's purse, a gentleman's inside jacket pocket, or a teenage boy's hip pocket. Anecdotal reports have shown that people who encountered someone in a suicide crisis referred to these booklets and cards two or three years after the training.
- ◆ **The quick reference, three-part folding card (tear-away attached to the back cover of the booklet).** This card contains critical local community resource numbers, as well as an abbreviated review of warning signs and the three necessary steps to make an intervention.

Booklet prices and order forms are included in your materials. These booklets represent ongoing costs for training Gatekeepers. Should you charge for your training, you may charge no more than \$2.50 per set of 1 booklet and 1 card. Please note that if you anticipate training large numbers of people, covers and cards designed for your community and printed with local resource numbers or other items may be obtained. The only stipulation is that "QPR" remains a predominant feature on the card and booklet.

Booklets and cards can be purchased from QPR Institute at the reduced rate of: 1-500/\$2.00 per set, over 500/\$1.75 per set.



SUMMARY

If you wish to proceed with the self-study course, carefully review the following Licensing Agreement, sign it and return it, along with your registration and payment of \$495.00 for the course to:

The QPR Institute
P.O. Box 2867
Spokane, WA 99220

If you are using a purchase order or credit card the above materials can be faxed to our secured fax number at (509) 536-5400.

A completed copy of the Licensing Agreement will be returned with your self-study materials. Please retain this letter and accompanying pages for your files.

Once we have received these items, your Certified QPR Gatekeeper Self-Study Course will be mailed directly.



QPR Certified Gatekeeper Instructor's Self Study Course

Twelve hour self study training, 12 CEU's through the National Board of Certified Counselors, all materials, 3 year certification - \$495.00 per person.

Print name and credentials, as you would like your certificates to read.

Name/Credential _____

Affiliation _____

Profession _____

Address _____

City/State/Zip _____

Phone _____

Enclose payment with registration:

- Check Enclosed
 Purchase order number _____

QPR Institute
P.O. Box 2867
Spokane, WA 99220

Visa/MC Card# _____

Exp. Date: _____

Signature: _____

QPR Institute
Fax: (509) 536-5400

For more information, please call:

Kathy White
QPR National Coordinator
(509) 536-5100 or (888) 726-7926



License Agreement for Certified QPR Instructors

This agreement is made and entered into as of the _____ day of _____, by and between the QPR Institute, a corporation having its principle offices at Spokane, Washington, and _____ ("Licensee").

Recitals

- A. The QPR Institute (QPRI) has acquired expertise and experience related to suicide prevention, and owns a training program entitled *QPR, Instructor Certification Course* for use in providing suicide prevention Gatekeeper training.
- B. Licensee desires to use QPRI's aforementioned training program and to receive assistance and technical support from the Institute in connection with such use.
- C. QPRI is willing to permit Licensee's use of QPRI's aforementioned training program and to provide limited assistance and training to Licensee in connection with such use under the terms and conditions of this agreement.

NOW, THEREFORE, in consideration of the covenants and mutual promises contained herein, and for other good and valuable consideration, QPRI and Licensee hereby agree, as follows:

Terms of Agreement

Section 1: Definitions

1.1 As used in this Agreement, the "QPR PROGRAM" means the training program entitled *QPR, Instructor Certification Course* developed by Paul Quinnett, Ph.D. for use in providing private and public Gatekeeper training by Licensee under this Agreement.

1.2 As used in this Agreement, "QPR INSTRUCTOR'S MANUAL" means the participant certified instructor's guide, which is made available to the Licensee by QPRI under this Agreement for use in the teaching of the QPR PROGRAM.

1.3 As used in this agreement, QPR CARDS AND BOOKLETS means the Gatekeeper QPR card and booklet provided to each Gatekeeper trained b the Licensee under this agreement in connection with the QPR PROGRAM.

Section 2: Grant of Limited License

2.1 Subject to the terms and conditions of this Agreement, QPRI hereby grants Licensee a limited right to use the QPRT PROGRAM and the QPR BOOKLETS AND CARDS to provide Gatekeeper training to any group.

Section 3: QPR PROGRAM Materials

3.1 Licensee shall not copy, in whole or in part, any QPR INSTRUCTOR'S MANUAL without QPRI's prior written consent, except as specified otherwise in the QPR MANUAL itself, as certain print materials contained therein are not copyright protected. Additional copies of the QPR CARD AND BOOKLET, or a permit to print same, may be obtained by Licensee from QPRI during the term of this Agreement at QPRI's then-prevailing published list price.

3.2 The QPR INSTRUCTOR'S MANUAL and QPR CARDS AND BOOKLETS are copyrighted and owned by Paul Quinnett and QPRI, and are made available to Licensee under license from QPRI. THIS MEANS THAT LICENSEE IS NOT AUTHORIZED TO SELL OR LEASE ANY OF THESE MATERIALS OR ANY PORTION THEREOF TO INDIVIDUALS OR COMPANIES. LICENSEE'S RIGHT TO THESE MATERIALS IS LIMITED TO THE TERMS AND CONDITIONS OF THIS AGREEMENT AND VIOLATION OF THESE TERMS AND CONDITIONS WILL CONSTITUTE A BREACH OF THIS AGREEMENT AND/OR A VIOLATION OF FEDERAL COPYRIGHT LAWS.

3.3 Licensee covenants and agrees that any and all enhancements to the QPR INSTRUCTOR'S MANUAL, and/or QPR CARDS AND BOOKLETS which Licensee conceives or works upon during the term of this Agreement shall be promptly disclosed to QPRI. Licensee also agrees to forward for review and approval, any additional slides added to the core 21 slide QPR training program except those already approved and provided on the QPR Institute web site, or that have to do with local referral or emergency response information. Unless otherwise expressly agreed between the parties, any and all such enhancements shall be considered as a part of the QPR PROGRAM and will, in all respects be subject to the terms and conditions of this Agreement. Licensee shall not be prohibited from making independent use of original or third party illustrations, stories or examples which might be used by certified instructors to supplement the materials in conjunction with presenting the QPR PROGRAM and any such illustrations, stories and examples shall not themselves be considered as "enhancements" under this paragraph 3.3.

Section 4: Training and Assistance Provided by QPRI

4.1 In addition to the QPR INSTRUCTOR'S MANUAL, the QPR Institute agrees to provide, at Licensee's request, other reasonably necessary assistance to Licensee in the use of the QPR PROGRAM.

Section 5: Licensee's Use of the QPR, CPR FOR SUICIDE PREVENTION PROGRAM

5.1 In providing Gatekeeper training using the QPR PROGRAM, Licensee agrees to present and offer the QPR PROGRAM in its entirety and as instructed during the one-day QPR certification course.

5.2 In providing Gatekeeper training, the Licensee agrees to furnish each Gatekeeper with his or her own QPR CARD AND BOOKLET to use, write in, keep and refer to, both during

and following the training. Licensee shall not require nor encourage, either directly or indirectly, two or more Gatekeepers to share a single QPR CARD AND BOOKLET except when training families.

5.3 The restrictions contained in this Section 5 are intended to preserve Paul Quinnett and QPRI's good will and reputation by maintaining the integrity of the QPR PROGRAM and assuring that the QPR PROGRAM is used only with its intended audiences for its intended purpose. Licensee hereby acknowledges QPRI's legitimate interest in maintaining the integrity of the QPR PROGRAM and in regulating the method in which it is presented, and Licensee hereby agrees that the restrictions set forth in this Section 5 are reasonable in light of QPRI's aforementioned legitimate interest.

Section 6: Payment by Licensee

6.1 Execution of this Agreement assumes payment has been made by Licensee or third party for the 3 year certification or 3 year re-certification.

Section 7: Maintenance and Infringement of Copyrights

7.1 Licensee will not at any time do or cause to be done any act or thing contesting or in any way impairing or intending to impair the copyrights in any materials provided by QPRI to Licensee under this Agreement. Licensee shall not in any manner represent that it has ownership of the copyrights in any such materials.

7.2 During the term of this Agreement, as defined in section 10, and within thirty (30) days of discovery, Licensee agrees to promptly report to QPRI all facts relating to any infringement to copyrights in any materials provided by QPRI to Licensee under this Agreement. The QPRI agrees to prosecute all who infringe upon such copyrights to the best of its ability and at its own expense when, in QPRI's judgment, prosecution is justified. Licensee agrees to cooperate fully with QPRI in the prosecution of any such infringements.

Section 8: Indemnification

8.1 In the event that the QPR PROGRAM and/or any of the materials provided by QPRI to Licensee under this Agreement infringe upon any copyright or other proprietary right of any third party, QPRI agrees to indemnify Licensee against any and all costs, damages and/or attorney's fees that may be incurred by and/or awarded against Licensee as a result of such infringement, provided that:

- (a) QPRI shall promptly be notified in writing by Licensee of any claim of infringement; and
- (b) QPRI shall have sole control over the defense and disposition of such claim, including settlements or compromise, if any.

8.2 Notwithstanding the provisions of paragraph 8.1 above, QPRI shall have no liability to Licensee with respect to any claim of infringement that is based upon any unauthorized use, distribution or modification by Licensee of the QPR PROGRAM or of the materials provided by QPRI to Licensee under this agreement.

Section 9: Limited Warranty

9.1 What is Covered: QPRI warrants all videotapes and audio cassettes provided to Licensee under this Agreement to be free from defects in materials and workmanship under normal use for a period of one hundred eighty (180) days after shipment thereof by QPRI to Licensee.

9.2 What Licensee Must Do: In the event any videotapes and/or audiocassettes do not meet the warranty under paragraph 9.1 above, Licensee must return such defective video tapes and/or audio cassettes to QPRI within one hundred eighty (180) days from the date such videotapes and/or audio cassettes were shipped by QPRI to Licensee, and QPRI must receive such video tapes and/or audio cassettes within two hundred ten (210) days from the date such video tapes and/or audio cassettes were shipped by QPRI to Licensee. Licensee must bear all costs associated with shipping the defective video tapes and/or audio cassettes to QPRI, and Licensee must either insure the video tapes and/or audio cassettes being returned or assume the risk of loss or damage in transit.

9.3 What QPRI Will Do: In the event any video tapes and/or audio cassettes fail to meet the warranty of paragraph 9.1 and within thirty (30) days of the Licensee's compliance with the requirements of paragraph 9.2, QPRI will provide and deliver replacements for the defective materials at no charge to the Licensee.

Section 10: Term and Termination

10.1 This Agreement shall become effective as of the date of certification or re-certification and remain in effect for three years following that date as provided under the terms and conditions of this Agreement.

10.2 This Agreement shall automatically terminate if Licensee fails to comply with any of the material terms or conditions of this Agreement.

10.3 At the end of this agreement, Licensee agrees to either renew certification as a QPR Instructor, or terminate the agreement and desist from teaching the QPR PROGRAM.

Section 11: Notices

11.1 All notices under this Agreement shall be deemed to have been duly given upon mailing, if mailed by registered or certified mail, postage prepaid. The addresses of the parties for purpose of notice, unless subsequently changed by written notice to the other, are as follows:

In the case of QPRI: The QPR Institute, P.O. Box 2867, Spokane, Washington, 99220.

In the case of Licensee:

Section 12: Relationship of the Parties

12.1 It is understood and agreed that QPRI and Licensee are independent entities engaged in independent business and, except as provided herein, each shall bear all the costs and expenses incurred in the performance of their respective duties under this Agreement. Neither QPRI nor Licensee, nor any respective agent or employee of either, shall be regarded as an agent or employee of the other, and nothing herein shall be construed as reserving to any party the right to control the other, except as specifically provided herein. Neither party to this Agreement shall have the right or authority to make any promise, guarantee, warranty, or representation or to assume, create, or incur any liability or other obligation of any kind, express or implied, against or in the name of or on the behalf of the other.

Section 13: Miscellaneous Provisions

13.1 Titles which precede paragraphs or subsections of this Agreement are for convenience only and shall in no way affect the manner in which any provision is herein construed.

13.2 The invalidity of or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision of this Agreement, and each provision shall be enforced to the maximum extent permitted by applicable law.

13.3 This Agreement is a binding agreement, and Licensee should contact QPRI for and explanation or seek competent legal advice if this Agreement is not understood. By making payment for training received through the QPR PROGRAM, Licensee acknowledges that it has read this Agreement and agrees to be bound by its terms and conditions.

13.4 This Agreement is the complete and exclusive statement of the agreement between Licensee and QPRI, and this Agreement supersedes all proposals or prior agreements and understandings, whether oral or written, and all other communications relating to the subject matter of this Agreement.

13.5 This Agreement may only be amended, or any provision herein waived, by written instrument executed by each party hereto. No waiver of any provision hereof shall constitute a

waiver of any other provision hereof, whether or not similar, nor shall such waiver constitute a continuing waiver unless otherwise expressly provided herein.

13.6 In the event either party institutes an action before any court of law to enforce any of the terms of this Agreement, the prevailing party in such action shall be entitled to recover its costs and expenses incurred in connection with such action, including reasonable attorney's fees, in addition to any other or further relief awarded by the court.

13.7 This Agreement and its validity and interpretation shall be governed by and construed in accordance with the laws of the State of Washington notwithstanding any choice of law rules of Washington or any other state or jurisdiction.

IN WITNESS WHEREOF, the parties have signed and entered into the Agreement as of the date first mentioned above.

The QPR Institute

By: _____
Title: Director

LICENSEE

By: _____
Title: _____

PQ/klw 12/31/03