

Checklist: Responding to risk of suicide

This checklist is intended to serve as a reminder of the key actions to take if you are required to respond to risk of suicide. Read our [guide](#) on responding to suicide risk in the workplace for more information and practical advice.

| Action | Complete (tick) |
|---|-----------------|
| If the crisis is immediate and someone is in imminent danger of taking their own life, call an ambulance and do not leave them alone. Also be aware of dangers to others. | |
| Ask about their suicidal thoughts in a calm, confident, sensitive but clear way. For example, 'Have you had thoughts about ending your life?', or 'Do things get so bad for you that you think about suicide?' The actual words you use are less important than that they are clear and to the point. | |
| If there is no immediate risk to life, direct the individual to their doctor as the first step for support or specialist mental health services. | |
| Offer appropriate wellbeing support to managers or colleagues who have received suicidal thoughts from the employee. | |

[Samaritans](#) offer practical advice and videos explaining simple actions that can help you be there for someone who is experiencing suicidal thoughts, as well as the importance of seeking professional support and when to step back to look after yourself.

Access practical guidance and links to further resources in the [CIPD's guide](#).