

CRM LESSON PLAN REPORT

Ask, Care, Escort (ACE), Suicide Prevention Training for BCT/OSUT
145-ARD01021 / 2 ©

Approved
08 Dec 2022

Effective Date: 08 Dec 2022

SCOPE:

This is an HQ DA, G-1, Army Resilience Directorate approved lesson plan. The ACE for Basic Combat Training (BCT)/ One Station Unit Training (OSUT) lesson intends to: (1) Provide required suicide prevention training IAW AR 600-63 and to introduce ACE concepts; (2) Reflect updates to ACE concepts and application focused on early intervention; and (3) Reframe the presentation of suicide prevention concepts including help-seeking, stigma reduction, risk and protective factors, and warning signs. It is one of three Army Resilience Directorate (ARD) resilience trainings for BCT including: Basic Connections, Resilience Training for BCT/OSUT, and Suicide Prevention for BCT.

Distribution Restriction: Approved for public release; distribution is unlimited.

Destruction Notice: None

Foreign Disclosure: FD1: This training product has been reviewed by the training developers in coordination with the APHC foreign disclosure officer. This training product can be used to instruct international military students from all approved countries without restrictions.

SECTION I. ADMINISTRATIVE DATA

All Course Masters /POIs Including This Lesson

Courses

<u>Course Number</u>	<u>Version</u>	<u>Title</u>	<u>Phase</u>	<u>Status</u>
None				

POIs

<u>Course Number</u>	<u>Version</u>	<u>Title</u>	<u>Phase</u>	<u>Status</u>
None				

Task(s) Taught(*) or Supported

<u>Task Number</u>	<u>Task Title</u>	<u>Status</u>
Individual		
805D-56A-6502	Conduct Suicide Awareness Training	Approved
Collective		
None		

Reinforced Task(s)

<u>Task Number</u>	<u>Task Title</u>	<u>Status</u>
None		

Knowledge

<u>Knowledge ID</u>	<u>Title</u>	<u>Taught</u>	<u>Required</u>
K24336	Know the Ask, Care, and Escort (ACE) method of suicide prevention	Yes	Yes

Skill

<u>Skill ID</u>	<u>Title</u>	<u>Taught</u>	<u>Required</u>
S4243	Ability to identify suicide risk factors and warning signs	Yes	Yes

Administrative/ Academic Hours

The administrative/academic (50 min) hours required to teach this lesson are as follows:

<u>Academic</u>	<u>Resident Hours / Methods</u>		
Yes	1 hr	0 mins	Discussion (Small or Large Group)
Total Hours (50 min):			
	1 hr	0 mins	

Instructor Action Hours

The instructor action (60 min) hours required to teach this lesson are as follows:

<u>Hours/Actions</u>			
0 hrs	15 mins	Classroom Breakdown	
0 hrs	30 mins	Classroom Setup	
Total Hours (60 min):			
0 hrs	45 mins		

Test Lesson(s)

<u>Hours</u>	<u>Lesson Number Version</u>	<u>Lesson Title</u>
None		

Prerequisite Lesson (s)

<u>Hours</u>	<u>Lesson Number Version</u>	<u>Lesson Title</u>
None		

Training Material Classification

Security Level: This course/lesson will present information that has a Security Classification of: U - Unclassified.

Foreign Disclosure Restrictions

FD1. This training product has been reviewed by the training developers in coordination with the APHC foreign disclosure officer. This training product can be used to instruct international military students from all approved countries without restrictions.

References

<u>Number</u>	<u>Title</u>	<u>Date</u>
AR 350-53	COMPREHENSIVE SOLDIER AND FAMILY FITNESS	19 Jun 2014
FM 7-22	Holistic Health and Fitness	01 Oct 2020
PAM 600-24	Health Promotion, Risk Reduction, and Suicide Prevention	14 Apr 2015
TRADOC PAM 600-4	The Soldiers Blue Book	01 Aug 2019

Student Study Assignment

Actively listen and participate as required. After class, complete the course evaluation (where applicable).

Instructor Requirements

Drill Sergeant (DS); Platoon Leader; Company XO; Suicide Prevention Program Manager; Civilian Instructor (1712) with suicide prevention training experience (i.e., Applied Suicide Intervention Skills Training (ASIST); Ask, Care, Escort (ACE) -Suicide Intervention (SI); Question, Persuade, Refer (QPR)

This training is intended to be facilitated by a single instructor and assistant instructor (AI). This training has been adapted for the BCT/OSUT Environment to introduce the principles outlined in ACE and ACE-SI training.

Support Personnel Requirements

One Assistant Instructor (AI). AI should be made available to assist trainees who may become emotionally triggered by topics in this training.

Additional Support Personnel Requirements

<u>Name</u>	<u>Student Ratio</u>	<u>Qty</u>	<u>Man Hours</u>
Certified (SME) Assistant Instructor Remarks:	0:0		0.0

Equipment Required for Instruction

<u>ID - Name</u>	<u>Student Ratio</u>	<u>Instructor Ratio</u>	<u>Spt</u>	<u>Qty</u>	<u>Exp</u>
* GTA 12-01-003 - ACE Suicide Intervention Card Remarks: <i>(Note: Asterisk before ID indicates a TADSS.)</i>	1:1	N/A			No

Materials Required

Instructor Materials:
Lesson Plan, Instructor Notes, Video Clips, and PowerPoint Presentation, Suicide and Crisis Lifeline: 988.

NOTE: PPT printed in "notes page" view will produce a user friendly Facilitator Guide with notes for use during this training.

Student Materials:
Soldier Blue Book and note taking material.

Classroom Training Area, and Range Requirements

<u>ID - Name</u>	<u>Quantity</u>	<u>Student Ratio</u>	<u>Setup Mins</u>	<u>Cleanup Mins</u>
17120-M-2200-60 Classroom, Multipurpose, 2200 Square Feet, 60 Students Remarks:		0:0	0	0

Ammunition Requirements

<u>DODIC - Name</u>	<u>Exp</u>	<u>Student Ratio</u>	<u>Instruct Ratio</u>	<u>Spt Qty</u>
None				

Instructional Guidance/Conduct of Lesson

NOTE: Before presenting this lesson, instructors must thoroughly prepare by studying this lesson and identified reference material.

Before presenting this lesson, instructors should review the material and prepare to facilitate the session.

Instructors should also check to ensure they have access to the necessary technology to use the PowerPoint slides and embedded video clips.

In the event of video or sound failure, the video content has been scripted out and placed in hidden slides immediately following each slide with a video prompt.

Proponent Lesson Plan Approvals

<u>Name</u>	<u>Rank</u>	<u>Position</u>	<u>Date</u>
antonio.best	Not Available	Approver	08 Dec 2022

SECTION II. INTRODUCTION

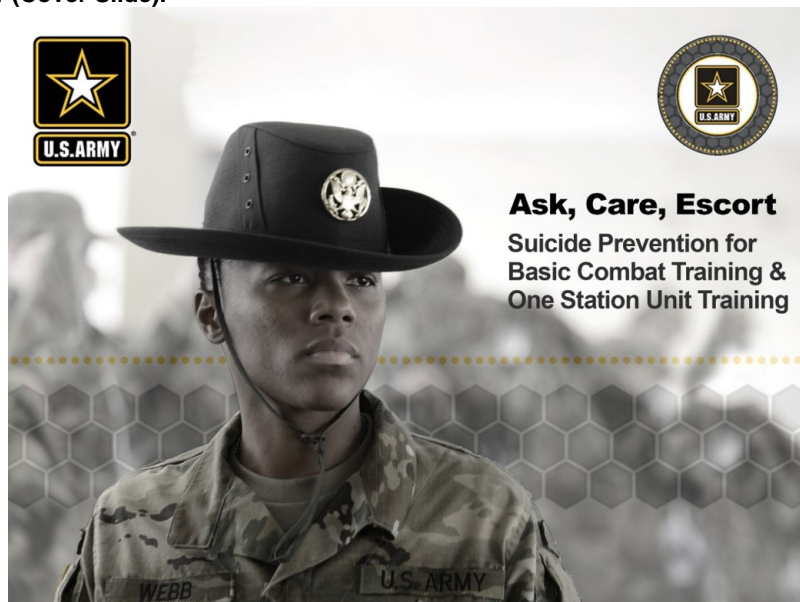
Method of Instruction: Discussion (Small or Large Group)
Mode of Delivery: Resident Instruction
Instr Type (I:S Ratio): Military - ICH (1:60) (DS / PL / XO)
Contractor (1:60) (SPPM / Performance Expert (PE))
Time of Instruction: 2 mins

Motivator

INSTRUCTOR NOTE: DS training consideration - If the DS is presenting this lesson, consider approaching this training as a coach and mentor. Though it is early in the cycle, consider "taking your hat off" for this and other Red Phase Resilience related lessons to promote participation and effectiveness of the training content. Re-emphasize the importance of the Soldierization process but also explain the roles DSs fill as teacher/trainer, coach, and mentor.

INSTRUCTOR NOTE: This presentation contains 5 animated video clips that are critical to the delivery of this lesson content. Check and verify the availability and functionality of the sound and video player prior to conducting this training. As an exception, in the event of loss of video or sound capability, the video content has been scripted out and placed in hidden slides (6, 10, 14, 21, 28) immediately following each slide with a video prompt.

Show Slide 1 (Cover Slide).



ACE Cover
Introduction

INSTRUCTOR NOTE: Introduce the training topic.

Welcome to Ask, Care, Escort (ACE), Suicide Prevention for BCT/OSUT.

My name is _____ and I will be your instructor for this lesson.

I encourage you to fully participate in the discussions and activities and to ask questions in order to make the training more valuable and meaningful for the whole class.

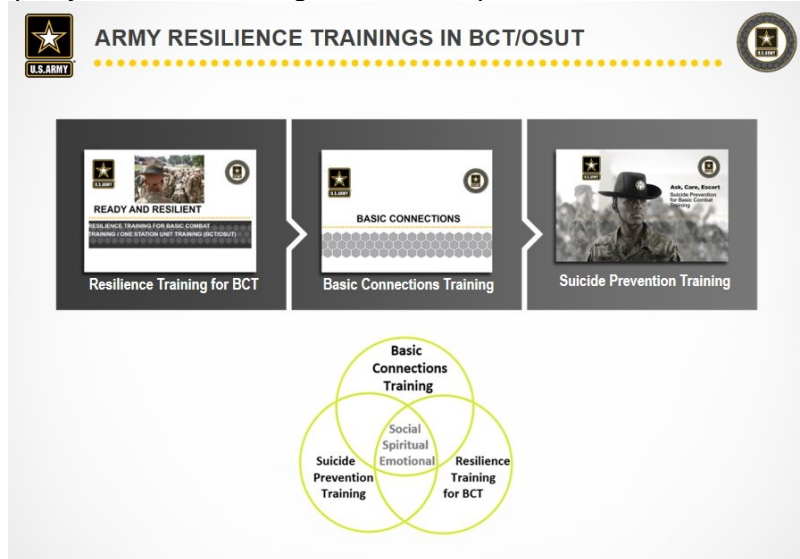
This lesson focuses on preventing suicide.

Sergeant Major of the Army Grinston once said, "Shared hardships build cohesiveness." This training introduces the importance of being a good team member; that being a good team includes offering help to those who may be struggling and the willingness to take help when faced with a challenge.

You will learn to recognize in yourself and in others the signs of someone struggling with challenges.

You will also learn to use a simple procedure used by Soldiers to help a buddy in need.

Show Slide 2 (Army Resilience Trainings in BCT/OSUT).



Introduction cont.
3 Interconnected Trainings

There are several training sessions in BCT/OSUT created to help you develop skills and action plans to build resilience.

Three of these training sessions are: Basic Connections, Resilience Training for BCT/OSUT, and Suicide Prevention for BCT/OSUT.

As illustrated by the Venn diagram, these three training modules support the Army Resilience Directorate (ARD) and Army Health and Holistic Fitness (H2F) goals of strengthening Social, Spiritual, and Emotional Dimensions of personal readiness.

If you have not received the other two sessions, you will receive them soon.

INSTRUCTOR NOTE: Check with the unit before this training session to find out when the trainees will receive the Resilience training for BCT/OSUT and Basic Connections sessions.

The following are overviews of these trainings:

RESILIENCE TRAINING FOR BCT/OSUT, 2 hours classroom and 1 hour opportunity training (3 x 20 minute mini modules)

- TLO: Apply evidence-based resilience skills
- ELO A: Identify the need for resilience and resilience training in BCT
- ELO B: Adjust your Thoughts with Resilience Skills
- ELO C: Manage Your Emotions and Reactions
- ELO D: Produce a Goal Setting Plan (Achieve Your Goals)

BASIC CONNECTIONS, 1 hour

- TLO: Develop strategies to cope with difficult life challenges such as failure of a valued relationship, pressure to achieve, and the displacement of a support system.
- LSA 1. Introduce to Basic Connections training and the other Resilience trainings in BCT
- LSA 2. Explore the skill of Recognize It, Name It, Explain It.
- LSA 3. Recognize It, Name It, Explain It – Practice
- LSA 4. Use Your Community
- LSA 5. Put It All Together - Check on Learning.

ACE SUICIDE PREVENTION FOR BCT/OSUT, 1 hour

- TLO: Apply steps in ACE when someone is struggling to cope with life challenges
- LSA 1: Manage life challenges
- LSA 2: Ask for and accept help
- LSA 3: Understand the steps of ACE
- LSA 4: Apply ACE to help others in need
- LSA 5: Review ACE in Summary

Terminal Learning Objective

NOTE: Inform the students of the following Terminal Learning Objective requirements. At the completion of this lesson, you [the student] will:

Action:	Apply steps in ACE when someone is struggling to cope with life challenges.
Conditions:	In a classroom environment, given Soldiers in BCT/OSUT, training materials, Soldier Blue Book, and discussions assessed by the instructor
Standards:	Demonstrate with 100% accuracy, the ability to: # Identify <i>help-seeking</i> as an effective coping strategy for managing a life challenge. # Explain three benefits of help-seeking for the individual and the team. # Define the three steps of ACE. # Employ ACE in a simulated crisis from an everyday situation to assist someone in need.
Learning Domain - Level:	Cognitive - Applying
No JPME Learning Areas Supported	None

Safety Requirements

In a training environment, lead Instructors must perform a risk assessment in accordance with ATP 5-19, Risk Management. Leaders will complete a DD FORM 2297 DELIBERATE RISK ASSESSMENT WORKSHEET during the planning and completion of each task and sub-task by assessing mission, enemy, terrain and weather, troops and support available-time available and civil considerations, (METT-TC).

Safety is of the utmost importance in any training environment.

Safety is everyone's responsibility to recognize, mitigate, and report hazardous conditions. Every precaution will be taken during the conduct of training.

No food or drink is allowed near or around electrical equipment (CPU, file servers, printers, projectors, etc.) due to possible electrical shock or damage to equipment. Exercise care in personal movement in and through such areas. Avoid all electrical cords and associated wiring. In the event of electrical storms, you will be instructed to power down equipment.

NOTE: Brief students on unit/facility SOP for the classroom contingencies i.e. what doors will be used to exit the classroom, rally points, severe weather, etc.

Risk Assessment Level

None

Environmental Considerations

NOTE: Instructor should conduct a risk assessment to include environmental considerations IAW the current environmental considerations publication, and ensure students are briefed on hazards and control measures.

Based on its commitment to environmental protection, the Army will conduct its operations in ways that minimize environmental impacts.

The Army will—

- (1) Comply with all environmental laws and regulations. This includes federal, state, local, and Host Nation laws.
- (2) Prevent pollution at the source by reducing, reusing, and recycling material that causes pollution.
- (3) Conserve and preserve natural and cultural resources so that they will be available for present and future generations.

Units and installations will prepare an environmental risk assessment. The checklist should supplement

local and state environmental regulations applicable to your area.

Instructional Lead-in

INSTRUCTOR NOTE: The ACE suicide prevention and awareness training deals with sensitive information and may trigger painful memories or other issues for training participants. It is possible that someone attending the training may have experienced thoughts of suicide. **It is recommended that you have someone from the chaplain's office or Behavioral Health Services on call during your training session.** Be sure to coordinate before the training and obtain their name, title, and consent to act as an immediate resource if needed. Provide them with the date, time, and location of the training. On the day of the training, be sure to **have the number(s) at which they can be reached** or another plan for reaching them.

If you find yourself getting drowsy, stand up and move to the side or back of the classroom. You will still be expected to participate. If you see your battle buddy getting sleepy, wake them up and encourage them to stand up as well.

Show Slide 3 (Your Role).

The slide features the U.S. Army logo on the left and a circular seal on the right. The title "YOUR ROLE" is centered at the top. Below the title, a yellow dotted line separates it from a yellow-bordered box containing the following text:

• Be an active participant • Be willing to learn • Be open to new concepts

Expectations for all BCT/OSUT trainees:

- **Be** - A leader. Exemplify the Army Values and the Warrior Ethos.
- **Know** – Yourself and your fellow trainees
- **Do** – Take action when you notice someone struggling

Introduction cont.
Soldier's Role

INSTRUCTOR NOTE: Trainees may not be familiar with the Be, Know, Do leadership model, however it is still a relevant framework.

Simply, "Be Know Do" represents the fundamental characteristics of an Army leader. As trainees you are here to learn the basics of being Soldier, the foundation for becoming an Army leader.

Expectations for this class are to BE a Soldier by learning about suicide prevention procedures that are informed by Army values; to Know yourself and your battle buddies; and to take action when you see someone struggling, the DO of becoming an Army leader.

You are asked to take an active role in this training. Participate by listening to the instructor and paying attention to the video clips.

Answer questions when asked.

Be willing to ask any questions you may have.

After this training you are expected to use the skills you learned in any situation where a fellow trainee may need help.

SECTION III. PRESENTATION

TLO - LSA 1. Learning Step / Activity TLO - LSA 1. Manage Life Challenges

Method of Instruction: Discussion (Small or Large Group)

Mode of Delivery: Resident Instruction

Instr Type (I:S Ratio): Military - ICH (1:60)* (DS / PL / XO)

Contractor (1:60)* (SPPM / Performance Expert (PE))

Time of Instruction: 10 mins

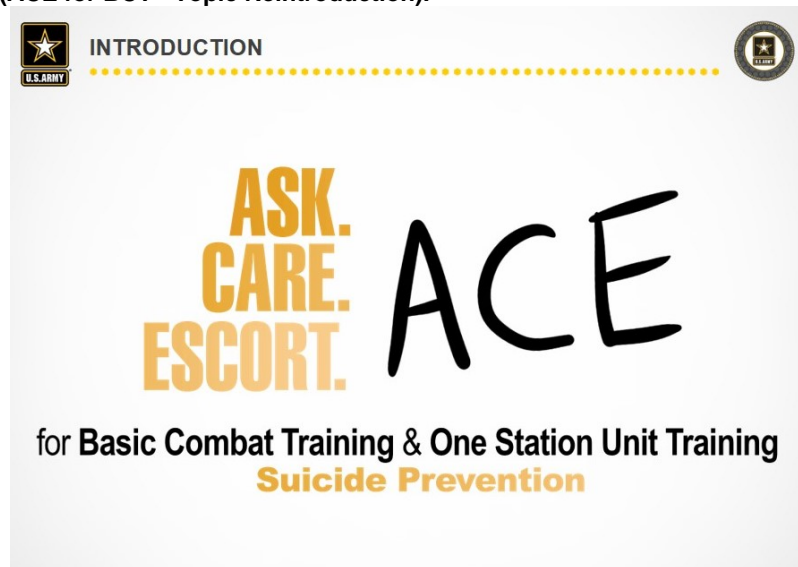
Media Type: Oral Presentation / PowerPoint Presentation

Other Media: Unassigned

Security Classification: This course/lesson will present information that has a Security Classification of: U - Unclassified.

Note: Marked as (*) is derived from the parent learning object

Show Slide 4 (ACE for BCT - Topic Reintroduction).



Main Module Introduction
Intro to ACE for BCT/OSUT

INSTRUCTOR NOTE: Reintroduce the topic.

Some of you here today have been affected by suicide; it is a complex issue that the Army takes seriously.

This training is intended to help each of you learn how to recognize someone who may be struggling with a personal problem, to connect with them, and get them the help they need before it turns into a crisis.

INSTRUCTOR NOTE: Introduce the TLO Action, Condition, and Standard. The lesson TLO will be repeated at the conclusion of training to demonstrate that it was achieved.

Terminal Learning Objective:

Action: Apply steps in ACE when someone is struggling to cope with life challenges.

Condition: In a classroom environment, given Soldiers in BCT/OSUT, training materials, Soldier Blue Book, and discussions assessed by the instructor.

Standard: Trainees will, with 100% accuracy, as assessed by the instructor:

- Identify *help-seeking* as an effective coping strategy for managing a life challenge.
- Explain three benefits of help-seeking for the individual and the team.
- Define the three steps of ACE.

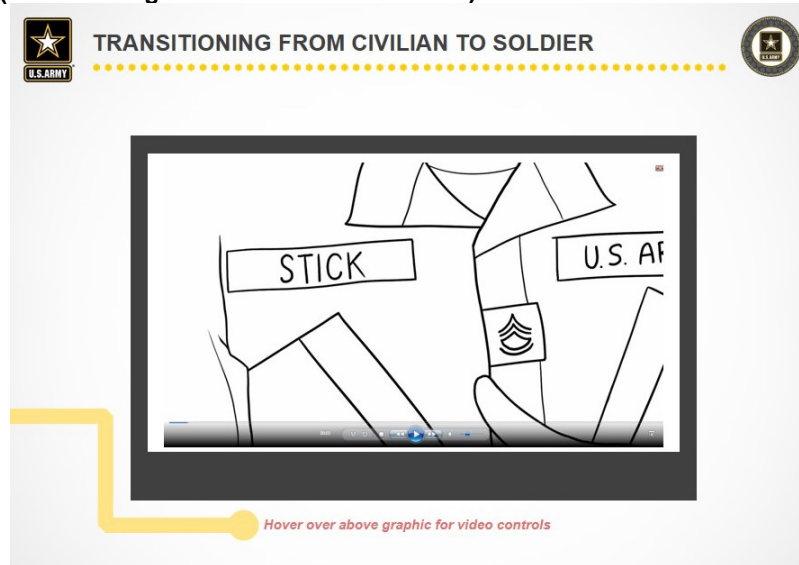
- Describe how to employ ACE in a simulated crisis from an everyday situation to assist someone in need.

The purpose of this training is to:

–Increase your understanding of factors that contribute to suicide and how to recognize when someone may be at risk.

–Teach you actions that can be taken to help someone who is struggling with a life challenge, including how to handle a situation where someone may be in crisis and considering suicide.

Show Slide 5 (Transitioning from a Civilian to a Soldier).



Transitioning
Transition to a Soldier

INSTRUCTOR NOTE: The video clip is embedded within the PowerPoint slide. Click the image to play the clip. Prior to the training, ensure that that video plays correctly and that the speakers are at an appropriate volume.

INSTRUCTOR NOTE: As an exception, in the event of loss of video capability, unhide the scripted video content on the next (hidden) slide.

Throughout this training there will be video clips to help explain concepts related to suicide prevention. After each clip we will take some time to discuss each topic further, so pay attention.

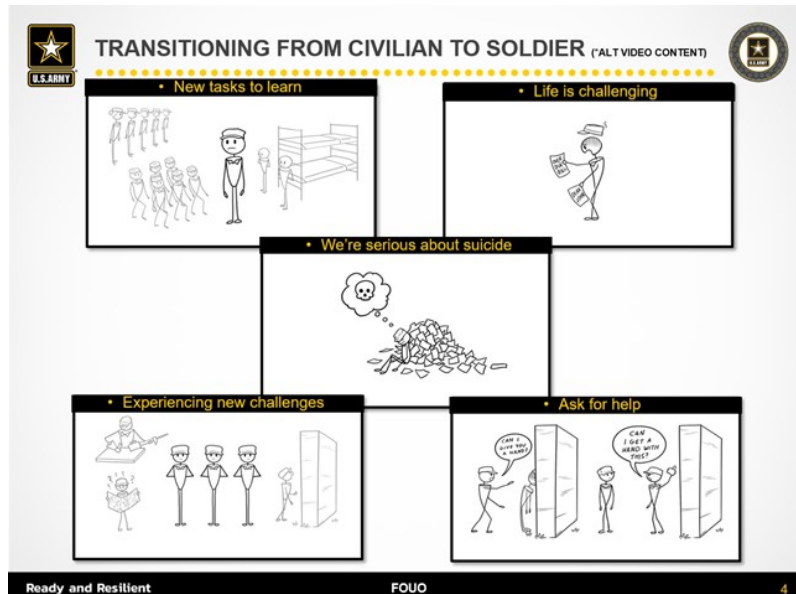
While watching this clip, think about your personal transition from civilian to Soldier. Consider the different types of challenges you have faced so far and will be facing.

When challenges happen, it's important to be able to recognize the impact that a situation or event is having on you - on your thoughts, your emotions, and your responses.

Think back to the other training sessions you have had that discussed resilience. How might you cope with the challenges of BCT/OSUT and other challenges you will face in your every day life?

INSTRUCTOR NOTE: Play video clip by clicking on the image within the PowerPoint slide.

Show Slide 6 (Transitioning from a Civilian to a Soldier - * Back-up Slide).



Alt Video 1
Use in case of loss of AV

INSTRUCTOR NOTE: Hide this slide if videos are available and working.

INSTRUCTOR NOTE: Inform trainees that due to loss of video capability, you will cover the video content that the animated DS Stick would have. Video screenshots are provided.

Welcome to the U.S. Army, I am filling in for Drill Sergeant Stick,

[Image 1] Get ready to be challenged! Basic Combat Training is full of new tasks to learn such as marching in step, making a tight rack, and how to fall in dress right dress.

Learning to overcome these challenges helps build personal resilience and move each of you on to the next phase of your Army career.

[Image 2] Sometimes life can be challenging, such as relationships or financial concerns. For some these issues can seem to blow up, appearing too big and overwhelming. Sadly, life's challenges can also lead some to thinking about suicide.

[Image 3] The Army takes suicide and its prevention very seriously. During this training we are going to go over some steps that can help prevent suicides from occurring.

Being new to the Army, understand your Drill Sergeants are here to teach each of you what it takes to become a Soldier.

[Image 4] In a very short time all of you are going to be introduced to many new challenges, such as learning to assemble your weapon, getting over the high wall, and the proper way to read a map.

[Image 5] Part of becoming a Soldier means learning to help each other face those obstacles...it also means overcoming ourselves by learning to ask for help when facing those obstacles...like the high wall.

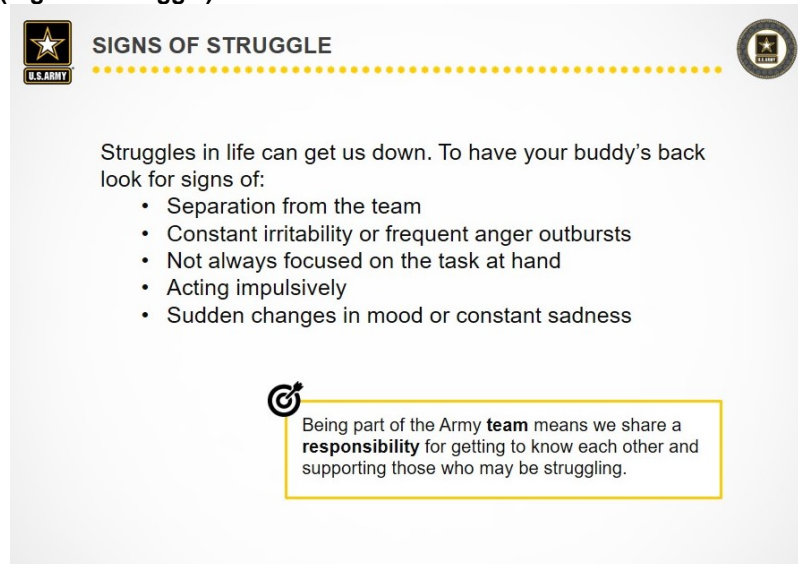
When faced with new challenges, feelings of stress are normal. We all have learned ways to face challenges, learning new and positive skills, such as pausing to think about solutions before attacking a problem, helps us to grow and build personal resilience.

Soldiers are part of a team, to be effective teammates Soldiers learn to rely on each other.

As new trainees each of you will need to learn to work as a team, ask for help when faced with a new or difficult task leads to individual and team success. When confronted with an obstacle - whether it is the actual high wall or an obstacle life has thrown in your way, face it. Don't avoid it. Facing challenges early increases the chances of overcoming it successfully.

Whatever issue you face, one or few, choosing to ask a team member for help can be one of the best choices to make.

Show Slide 7 (Signs of Struggle).



SIGNS OF STRUGGLE

Struggles in life can get us down. To have your buddy's back look for signs of:

- Separation from the team
- Constant irritability or frequent anger outbursts
- Not always focused on the task at hand
- Acting impulsively
- Sudden changes in mood or constant sadness

Being part of the Army **team** means we share a **responsibility** for getting to know each other and supporting those who may be struggling.

Struggle
Signs of Struggle

We all encounter challenging situations and respond in different ways based on our experiences, our personalities, and our coping skills.

Sometimes people just have a bad day or cope with a challenge by expressing their feelings to others.

During BCT/OSUT each of you will be physically and mentally tired.

When challenged, sometimes people can lash out or become frustrated or irritated. This usually does not last long.

These signs may indicate someone is struggling, especially when they don't go away or get worse over time.

This is a list of some signs to watch for that may indicate someone is struggling.

What are some other signs you've seen that indicate someone may be struggling with a problem?

INSTRUCTOR NOTE: Get several responses. Ensure that trainees describe what the signs look like to the observer.

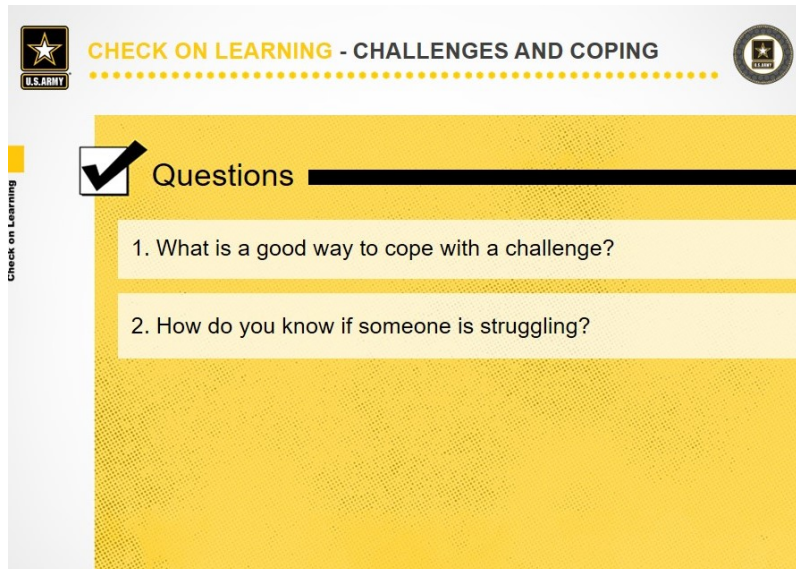
It's important to remember that some events that are challenging for one person may be less challenging for another.

We all share similar signs when overwhelmed, the levels of stress that indicate difficulty can vary from person to person. In general, these signs are short lived and should continue to diminish as each new challenge is successfully managed and confidence builds.

Recognizing these signs in yourself may indicate you should reach out and ask for help.

Recognizing these signs in others indicates you should ask them if they need help.

Show Slide 8 (Check on Learning - Challenges And Coping).



The slide features the U.S. Army logo in the top left and a circular logo in the top right. The title "CHECK ON LEARNING - CHALLENGES AND COPING" is centered at the top. A vertical label "Check on Learning" is on the left side. A checkmark icon is next to the word "Questions". Below this, two numbered questions are listed in white boxes on a yellow background.

Challenges and Coping
Learning Assessment

What is a good way to cope with a challenge?

Answer: Face them! Use the positive coping skills discussed in the Resilience training.

- You will all experience challenges during BCT/OSUT and in life. It is important to face these challenges before they grow and become bigger problems.

How do you know if someone is struggling?

Answer: Look for signs of struggle such as withdrawing from others, anger, restlessness, or odd behavior.

- There are signs that may indicate someone is struggling. While we all cope with challenges differently, as you get to know each other it is important to notice if someone appears to be struggling so that you can ask them if they need help.

Check on Learning: Check on learning completed on previous slide.

Review Summary: Reiterate that the three Resilience training modules for BCT support the Army Resilience Directorate (ARD) and Army Health and Holistic Fitness (H2F) goals of strengthening Social, Spiritual, and Emotional Dimensions of personal readiness.

TLO - LSA 2. Learning Step / Activity TLO - LSA 2. Request assistance (Ask for and accept help)

Method of Instruction: Discussion (Small or Large Group)

Mode of Delivery: Resident Instruction

Instr Type (I:S Ratio): Military - ICH (1:60)* (DS / PL / XO)

Contractor (1:60)* (SPPM / Performance Expert (PE))

Time of Instruction: 10 mins

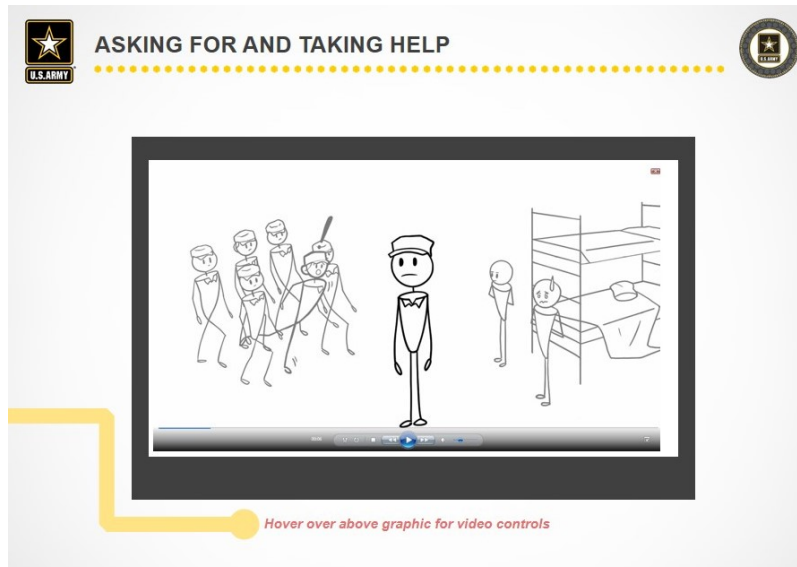
Media Type: Oral Presentation / PowerPoint Presentation

Other Media: Unassigned

Security Classification: This course/lesson will present information that has a Security Classification of: U - Unclassified.

Note: Marked as (*) is derived from the parent learning object

Show Slide 9 (Asking for and taking help).



Ask and Accept Help
Asking for Help

INSTRUCTOR NOTE: The video clip is embedded within the PowerPoint slide. Click the image to play the clip. Prior to the training, ensure that that video plays correctly and that the speakers are at an appropriate volume.

INSTRUCTOR NOTE: As an exception, in the event of loss of video capability, unhide the scripted video content on the next (hidden) slide.

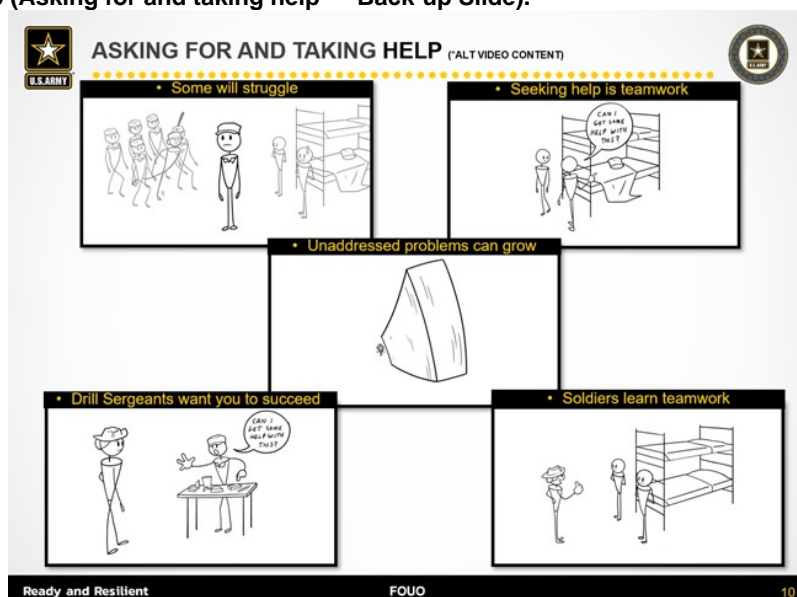
When you see signs that someone may be struggling with a challenge, you should ask them if they need help. Sometimes you will struggle with a challenge too. When you are struggling, it's important to reach out and ask others for help.

While watching this clip, think about a time when you have needed help. Did you ask for help? Was it easy or difficult to ask for help?

Think about how asking for help during BCT/OSUT would impact you and impact your team.

INSTRUCTOR NOTE: Play video clip by clicking on the image within the PowerPoint slide.

Show Slide 10 (Asking for and taking help - * Back-up Slide).



Alt Video 2
Use in case of loss of AV

INSTRUCTOR NOTE: Hide this slide if videos are available and working.

INSTRUCTOR NOTE: Inform trainees that due to loss of video capability, you will cover the video content that the animated DS Stick would have. Video screenshots are provided.

[Image 1] Some of you may find you're struggling with a task, such as keeping in step, or making a tight rack...[Image 2] seeking help from those around you strengthens both you and the team.

For some, asking for help can be difficult, it's a challenge that must be faced. There will be problems that cannot be resolved alone, struggling in silence often makes them far worse.

[Image 3] Learning to ask before a problem gets too big, reduces the odds the task or problem becomes unmanageable.

Your Drill Sergeant can also help.

[Image 4] Their job is to teach each of you how to become Soldiers, they are here to challenge you, but they also want you to succeed. Ask them for guidance.

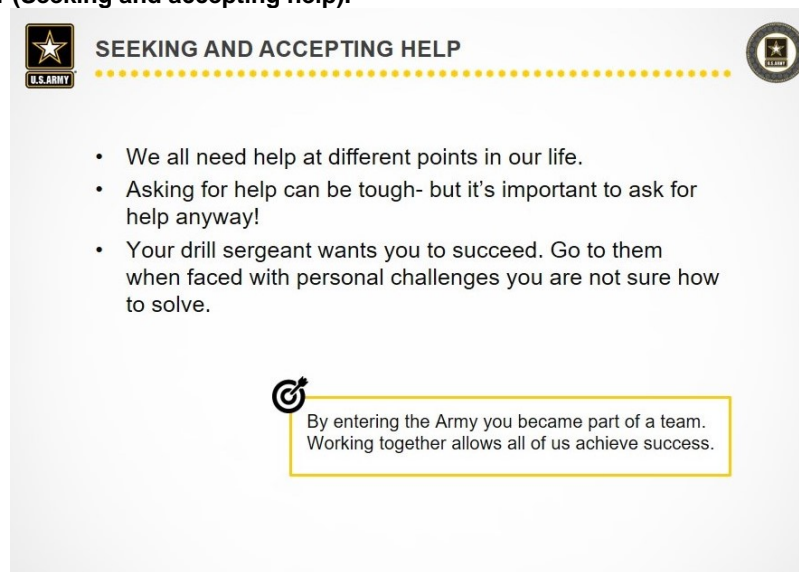
This applies to personal problems too. Letting them know before a problem becomes too big will help reduce the chance that problem effects your ability to successfully make it through basic training.

Some find it difficult to ask for help, typically it's because during their lifetime they have had to learn how to do things for themselves.

[Image 5] All Soldiers learn teamwork leads to mission success, that working together helps each us be all we can be.

By learning to ask for and accept help, it not only leads to personal success and it results in team success.

Show Slide 11 (Seeking and accepting help).



SEEKING AND ACCEPTING HELP

- We all need help at different points in our life.
- Asking for help can be tough- but it's important to ask for help anyway!
- Your drill sergeant wants you to succeed. Go to them when faced with personal challenges you are not sure how to solve.

By entering the Army you became part of a team. Working together allows all of us achieve success.

Seek and Accept Help
Seeking Help

As we already discussed, everyone faces challenges; at some point, everyone needs help.

Asking for help shows that you are willing to improve yourself.

Accepting help improves personal readiness and resilience, and helps to prevent the challenges we face from becoming bigger problems. Getting help for yourself also helps to strengthen your team.

Sometimes people who are struggling may not want to ask for help.

What are some reasons people may be reluctant to ask for help, even if they need it?

For some, early in life they had to learn how to take care of themselves. They may not be sure of others or not sure of others' willingness to help.

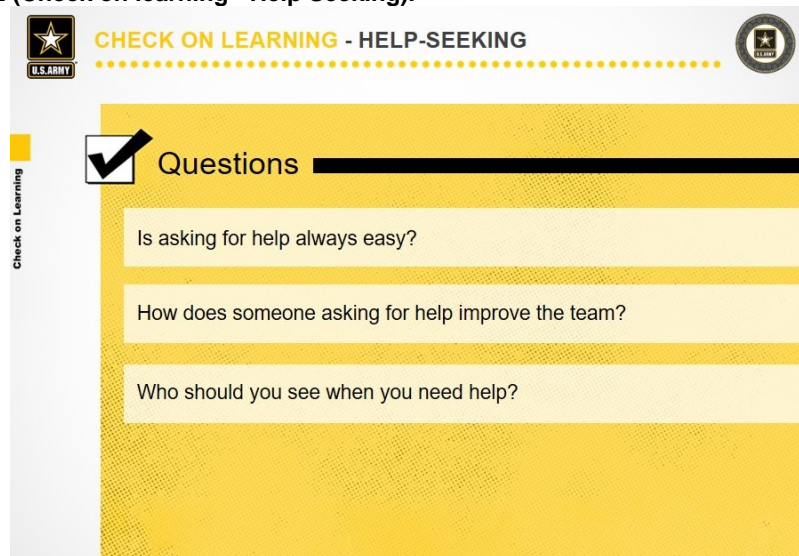
In reality, it takes strength to ask for help or accept help from others. Even if you feel awkward asking for help, it is important to ask anyway. Do it for yourself, do it for your team.

When struggling with a new skill or with a life challenge, confide in those around you. If the challenge is too great, your Drill Sergeant can help navigate the issue.

Your Drill Sergeant is here to push you and stretch your limits, but ultimately they want you to be all you can be.

INSTRUCTOR NOTE: As the instructor, consider sharing a time when you faced a difficulty and asked for help. This will help to demonstrate that everyone can use help sometimes and that getting help can be beneficial.

Show Slide 12 (Check on learning - Help Seeking).



Help Seeking
Learning Assessment

Is asking for help always easy?

Answer: No, not always.

- For some asking for help is easy, for others it can be challenging:

Had to take care of problems on their own.

Not sure of others or their willingness to help.

- Asking for help shows that you are making an effort to improve which takes strength.

How does asking for help improve the team?

Answer: Help makes the individual stronger which in turn improves the capabilities of the whole team.

- Getting help improves your personal readiness and resilience AND strengthens your team.

Who should you see when you need help?

Answer: The Drill Sergeant

- You can ask a fellow trainee for help with a Soldier skill, but if you are still struggling, reach out to your Drill Sergeant. If you are facing a personal issue and find those around you can't help to solve it, talk to your Drill Sergeant.

Check on Learning: Check on learning was completed on previous slide.

Review Summary: Reiterate that you can ask a fellow trainee for help with a Soldier skill, but if you are still struggling, reach out to your Drill Sergeant.

TLO - LSA 3. Learning Step / Activity TLO - LSA 3. Understand the Steps of ACE

Method of Instruction: Discussion (Small or Large Group)

Mode of Delivery: Resident Instruction

Instr Type (I:S Ratio): Military - ICH (1:60)* (DS / PL / XO)
Contractor (1:60)* (SPPM / Performance Expert (PE))

Time of Instruction: 10 mins

Media Type: Oral Presentation / PowerPoint Presentation

Other Media: Unassigned

Security Classification: This course/lesson will present information that has a Security Classification of: U - Unclassified.

Note: Marked as (*) is derived from the parent learning object

Show Slide 13 (ACE: Ask, Care, Escort).

<graphic=13>

INSTRUCTOR NOTE: The video clip is embedded within the PowerPoint slide. Click the image to play the clip. Prior to the training, ensure that that video plays correctly and that the speakers are at an appropriate volume.

INSTRUCTOR NOTE: As an exception, in the event of loss of video capability, unhide the scripted video content on the next (hidden) slide.

We've discussed that it is important to ask for help when you need it, but sometimes it isn't easy to ask for help or people don't realize that there are resources available that could help with their problem.

In these cases, it is important to take the initiative and ask them if they need help.

ACE is an acronym developed by the Army to help us remember the steps for helping someone in need.

INSTRUCTOR NOTE: Play video clip by clicking on the image within the PowerPoint slide.

Show Slide 14 (ACE: Ask, Care, Escort - * Back-up Slide).

<graphic=14>

INSTRUCTOR NOTE: Hide this slide if videos are available and working.

INSTRUCTOR NOTE: Inform trainees that due to loss of video capability, you will cover the video content that the animated DS Stick would have. Video screenshots are provided.

Each of us have faced personal difficulties in life that resulted in some degree of emotional struggle.

[Image 1] Some of you here today have been affected by suicide, recent studies suggest as many as 6 people are affected by a single suicide, other studies project number to be far greater.

Soldiers who recognize when a teammate is struggling have an obligation to help them.

[Image 2] Those who resist looking for or accepting help tend to believe they can resolved it alone, others might be embarrassed, or feel overwhelmed, while others may believe their situation is hopeless.

[Image 3] For those situations, the Army has a simple way to reach out to your team member, it's known as ACE.

ACE is an acronym that stands for Ask, Care, Escort:

ASK: Ask your buddy if they are ok.

CARE: Show you care by offering to talk and listen.

ESCORT: Go with them to find help.

While in Basic Combat Training, when someone is struggling with personal issues, going to find help MEANS a Drill Sergeant.

Know that Drill Sergeants are trained to manage all types of situations, to include personal ones, and know the best resources to use.

It's important to remember ACE is best applied sooner than later.

If any of you notice someone is struggling, see a change in behavior or mood, don't stand by or walk away, take action!

Simply ASK if they are Ok. Show CARE by being willing to listen without judging.

It's likely you or members of your team can help them sort their problem.

If you find the problem is one you or team members can't help resolve, that is alright. Remember your Drill Sergeants are there to help.

Encourage them to speak with a Drill Sergeant. If they are reluctant, offer to go with them, [Image 4] if they refuse, seek a Drill Sergeant out and let them know your concerns. The Drill Sergeant will determine what to do next.

[Image 5] Remember, Soldiers show loyalty to their teammates by never leaving them behind. That may mean having to choose the hard right over the easy wrong.

Show Slide 15 (ACE: Ask, Care, Escort).

<graphic=15>

ACE is an acronym that was first developed to help Soldiers remember the steps for how to help someone struggling with personal issues and indicate if they are suicidal.

Today we will review what these steps are and how ACE is now used to help others.

Ask- Ask your buddy if they are ok.

Care- Be there and show you care about them by having a conversation.

Escort- Escort to a helping resource.

ACE can be used for taking action any time someone is struggling with a life challenge or a BCT/OSUT challenge.

The earlier you take action and follow ACE, the sooner your battle buddy can get help.

Intervening earlier can prevent the problem from getting bigger, so don't wait to act.

Show Slide 16 (How to Ask Others If They Need Help).

<graphic=16>

To support the team it's important to recognize when a battle buddy is physically, mentally or emotionally challenged.

It is your duty to ask your battle buddies if they need help and to make sure they are ok.

Identifying problems early can help prevent bad outcomes.

We all share a responsibility to look out for each other; by asking you may end up finding out they are ok, but now your battle buddy knows for sure that you have their back.

It's far better to take action than to have your buddy continue to suffer or end up in a bad way.

If you notice something may be wrong, pull your battle buddy aside to talk privately.

Let them know you are concerned about them and have noticed some changes.

Ask them to tell you what has been going on.

Offer to help them with their problem.

Show Slide 17 (How Do I Care).

<graphic=17>

CARE for your battle buddy by actively listening to their problem. At times, it can be helpful just to talk to someone.

Be genuine and have an open conversation.

Let them know you are there for them.

Remember every situation is different. If needed, encourage them to accept help. Identify others who may be able to help them with their problem. This may be you or another trainee, or the Drill Sergeant.

What does it look like to be a good listener? How can you show someone that you are paying attention to what they are saying?

INSTRUCTOR NOTE: Answers may include: Make eye contact, don't multitask, face the person, summarize what they said to make sure you heard them correctly, etc.

Show Slide 18: (Escort To Appropriate Help).

<graphic=18>

Once you have a conversation about the person's issue you will be able to determine how to best help them.

You may be able to help them with their problem, such as helping them practicing a Soldier skill where you excel.

You may find their problem is one where you or your team members can't help.

In these cases, you need to encourage them to speak with the Drill Sergeant. If your battle buddy refuses, tell them you or the team will go with them to the Drill Sergeant. If they still refuse, seek out the Drill Sergeant, tell them you are concerned for your battle buddy and request that they provide help.

Show Slide 19: (Check On Learning - ACE).

<graphic=19>

How can you help others when you think they may be struggling?

Answer: Use ACE!

- ACE is a helpful acronym describing the steps you can take to help someone who you think may be struggling.

Everyone needs to know the steps of ACE. All together let's fill in the blanks.

(Using call and response)
"A" stands for --- ASK
"C" stands for --- CARE
"E" stands for --- ESCORT.

Remember you can use the steps of ACE anytime you see someone may be struggling. That includes struggles with the challenges of BCT/OSUT or other life challenges.

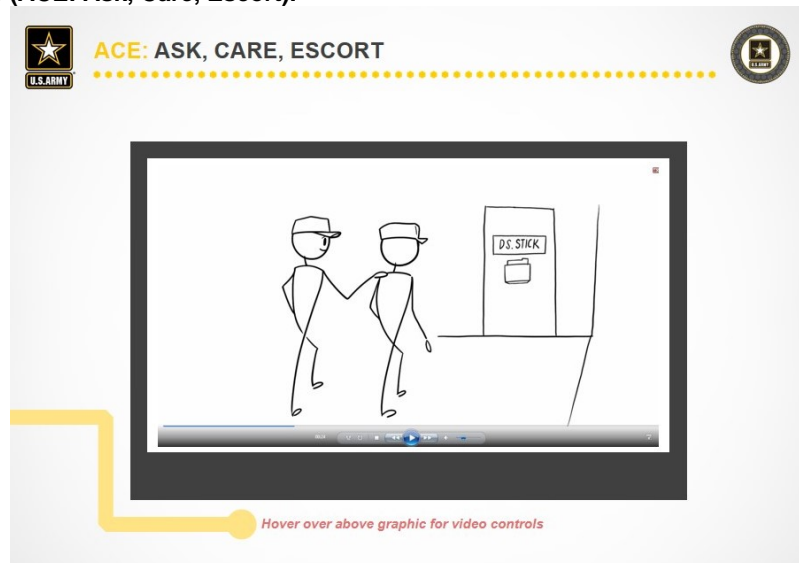
Check on Learning: Check on learning completed on previous slide.
Review Summary: Remember, you can use the steps of ACE anytime you see someone may be struggling.

TLO - LSA 4. Learning Step / Activity TLO - LSA 4. Apply ACE to Help Others in Need

Method of Instruction: Discussion (Small or Large Group)
Mode of Delivery: Resident Instruction
Instr Type (I:S Ratio): Military - ICH (1:60)* (DS / PL / XO)
Contractor (1:60)* (SPPM / Performance Expert (PE))
Time of Instruction: 10 mins
Media Type: Oral Presentation / PowerPoint Presentation
Other Media: Unassigned
Security Classification: This course/lesson will present information that has a Security Classification of: U - Unclassified.

Note: Marked as (*) is derived from the parent learning object

Show slide 20 (ACE: Ask, Care, Escort).



ACE in Use
ACE in Action

INSTRUCTOR NOTE: The video clip is embedded within the PowerPoint slide. Click the image to play the clip. Prior to the training, ensure that that video plays correctly and that the speakers are at an appropriate volume.

INSTRUCTOR NOTE: As an exception, in the event of loss of video capability, unhide the scripted video content on the next (hidden) slide.

We all face challenges regularly. Sometimes those challenges can be serious and can lead a person to consider harming themselves or thinking of suicide.

You may encounter a battle buddy in a state of crisis who may be thinking about harming or killing themselves. In these cases, it is important to remember and apply ACE.

Watch this clip to learn more about how to use ACE to help someone who may be considering suicide.

INSTRUCTOR NOTE: Play video clip by clicking on the image within the PowerPoint slide.

Show slide 21 (ACE: Ask, Care, Escort - * Back-up Slide).



Alt Video 4
Use in case of loss of AV

INSTRUCTOR NOTE: Hide this slide if videos are available and working.

INSTRUCTOR NOTE: Inform trainees that due to loss of video capability, you will cover the video content that the animated DS Stick would have. Video screenshots are provided.

For some, problems that seem too big or hopeless, can result in thoughts of self-harm or even suicide.

[Image 1] If you suspect or discover someone is having thoughts of killing or harming themselves, you **MUST** take immediate action!

Use ACE.

Ask – Care – Escort.

[Image 2] **ASK:** “Are you thinking of harming or killing yourself?”

[Image 3] **CARE:** By listening, letting them know you’ve got their back.

ESCORT: Immediately to a Drill Sergeant.

[Image 4] **DO NOT** leave them alone. If they refuse to go with you, call for someone else to go and get a Drill Sergeant.

NEVER leave a leave a comrade behind in crises, NEVER leave them alone.

Use the ACE steps, they have saved lives.

Finally, it's understood some of you may be unsure or uncomfortable about asking when you're concerned about someone.

It is far better to ask and be wrong than to not have asked at all. By asking you may be saving a life! More than likely they will thank you.

[Image 5] You are probably wondering "how I will know?"...in general people who are thinking about or planning to harm or kill themselves show warning signs. There are several, but some of the most common include:

Frequently talking about or dwelling on death

Giving away personal items or belongings

Often discussing the idea of suicide or self-harm

Regularly isolating themselves from others

Showing a noticeable change in behavior or mood

Nonetheless, If any of you sense a teammate is suffering with a personal burden, action must be taken!

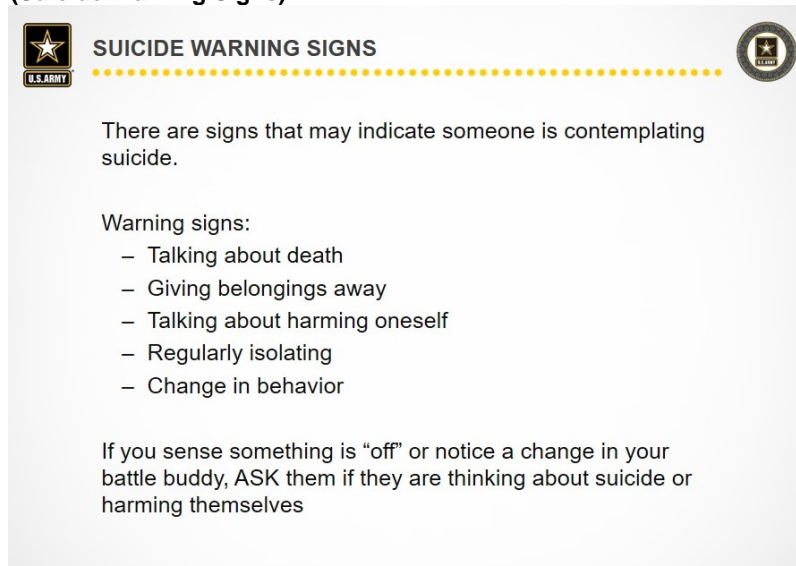
Follow the steps of ACE,

ASK them if they have been thinking about suicide or self-harm

Show CARE by listening

ESCORT them immediately to a Drill Sergeant, there are No Exceptions!

Show Slide 22 (Suicide Warning Signs).



SUICIDE WARNING SIGNS

There are signs that may indicate someone is contemplating suicide.

Warning signs:

- Talking about death
- Giving belongings away
- Talking about harming oneself
- Regularly isolating
- Change in behavior

If you sense something is "off" or notice a change in your battle buddy, ASK them if they are thinking about suicide or harming themselves

Signs and Indicators Signs

When someone is contemplating suicide, there are certain signs that you might notice.

INSTRUCTOR NOTE: Review list of warning signs on the slide.

Any time you notice a warning sign, you should immediately take action and apply the steps of ACE.

Start by asking them directly if they are thinking about suicide or harming themselves.

Do not wait to ask – when you see a warning sign or feel something is “off” you need to take action immediately.

Show Slide 23 (How do I ask?).

HOW DO I ASK?

INTERVENTION

ACE

ASK directly if your battle buddy is having suicidal thoughts or plans.

For example, you can say:

- I noticed you seem a little off lately, are you thinking of killing yourself?
- I'm worried about you, are you thinking of hurting yourself?

Asking these questions may make some people uncomfortable – **Ask them anyway.**

- It is better to ask and be wrong than to not ask and have something terrible happen.

How to Ask Ask in Action

Ask the person directly if they are thinking about suicide or harming themselves.

Asking this question will NOT increase risk by putting the idea in the mind of the person struggling.

INSTRUCTOR NOTE: Practice “how to ask” by having students read the examples out loud.

It may be uncomfortable to ASK these questions, but it is important to ASK anyway.

Remember, it is better to ASK and be wrong than to not ASK and have something terrible happen.

Asking benefits the person and the team.

The Army has military and civilian professionals who are trained to help those who may be suicidal.

The leaders of the Army want those who need help to get it.

Having suicidal thoughts does not always result in leaving the Army; by taking the help offered, many have gone on to serve successfully.

If they say they are contemplating suicide, follow the remaining steps of ACE to get them help.

Show Slide 24 (How do I show Care?).

HOW DO I SHOW CARE?

INTERVENTION

ACE

Show them **CARE** by:

- **Listen** to what they have to say
- Let them know you are there to **support** them
- **Do not** leave them alone
- **Do not** promise to keep their secret

How to Show You Care
Show You Care

After asking, if your battle buddy confirms they are thinking about suicide, or if at first they deny suicidal thinking and you still feel something is not right, continue the steps of ACE by showing them you CARE.

Show them CARE by talking with and listening to them.

DO NOT judge, let them know you are there to support them and get them help.

DO NOT leave them alone.

DO NOT promise to keep their suicidal thoughts a secret. It is important that even if your battle buddy is reluctant that you ensure they get the help they need.

Soldiers have an obligation to keep each other safe and to get those in need to help. Realize, it's more than likely that deep down your battle buddy is counting on you to do just that.

Show Slide 25 (How do I Escort During a Crisis?).

HOW DO I ESCORT DURING A CRISIS?

INTERVENTION

ACE

ESCORT.

- **Listen** while walking your battle buddy to the drill sergeant.
- **Go directly** to the drill sergeant and get help.
- If battle buddy refuses help, **send someone** to get the drill sergeant.
- It is important to get your battle buddy to **the help they need.**

How to Escort During a Crisis
How to Escort

When it becomes clear that your battle buddy needs help, do not hesitate to continue to the last step of ACE and ESCORT them to the Drill Sergeant.

Go with your battle buddy to the Drill Sergeant to get help.

Go directly to the Drill Sergeant.

If your battle buddy is reluctant or refuses to go, send someone else to get a Drill Sergeant or have them stay with your battle buddy while you get the Drill Sergeant--no matter what— DO NOT leave them alone.

Show Slide 26 (Check on Learning - ACE During Crisis?).

The slide features a yellow background with a black checkmark icon and the word "Questions" in a bold, black font. The text is organized into five numbered items, each on a separate yellow background strip. The U.S. Army logo is visible in the top left and right corners of the slide.

ACE During Crisis
Learning Assessment

True or False: If you notice warning signs, you need to ask directly if they are considering suicide or self-harm.

Answer: True.

- Warning signs indicate you need to take immediate action and ask them directly about suicide.

True or False: Listening shows you CARE.

Answer: True.

- Listen without judging to show you support them.

True or False: It is ok to leave someone in crisis alone if you are going to get help.

Answer: False.

- Never leave someone who is suicidal alone.

True or False: If a friend tells you that they are thinking of harming themselves but asks you not to say anything, it is ok to keep their secret.

Answer: False,

- Never promise to keep a secret about suicidal thoughts or self-harm. Even if they are reluctant, it is your duty to get them the help they need.

True or False: When someone is in crisis, ESCORT them directly to the Drill Sergeant.

Answer: True.

- Do not wait. Take the person directly to the Drill Sergeant for help.

Check on Learning:

Check on learning was completed on previous slide.

Review Summary:

Reiterate that it is never okay to promise to keep a secret about suicidal thoughts or self-harm. it is your duty to get them help.

TLO - LSA 5. Learning Step / Activity TLO - LSA 5. Review ACE in Summary

Method of Instruction: Discussion (Small or Large Group)
Mode of Delivery: Resident Instruction
Instr Type (I:S Ratio): Military - ICH (1:60)* (DS / PL / XO)
Contractor (1:60)* (SPPM / Performance Expert (PE))
Time of Instruction: 3 mins
Media Type: Oral Presentation / PowerPoint Presentation
Other Media: Unassigned
Security Classification: This course/lesson will present information that has a Security Classification of: U -
Unclassified.

Note: Marked as (*) is derived from the parent learning object

Show slide 27 (ACE in Summary).

<graphic=27>

INSTRUCTOR NOTE: The video clip is embedded within the PowerPoint slide. Click the image to play the clip. Prior to the training, ensure that that video plays correctly and that the speakers are at an appropriate volume.

INSTRUCTOR NOTE: As an exception, in the event of loss of video capability, unhide the scripted video content on the next (hidden) slide.

We've now discussed the steps of ACE and when and how to use ACE to help someone in need.

Watch this clip to review what we've covered in this training.

INSTRUCTOR NOTE: Play video clip by clicking on the image within the PowerPoint slide.

Show slide 28 (ACE in Summary - * Back-up Slide).

<graphic=28>

INSTRUCTOR NOTE: Hide this slide if videos are available and working.

INSTRUCTOR NOTE: Inform trainees that due to loss of video capability, you will cover the video content that the animated DS Stick would have. Video screenshots are provided.

Ok, it's time to recap.

[Image 1] Soldiers are part of team, we look out for each other. We NEVER leave a fallen comrade.

When you think someone is struggling with a personal challenge or problem, use ACE.

ASK them what's going on and listen to them.

[Image 2] Show CARE by offering your help or the team's.

[Image 3] If the problem is too great to resolve, encourage them to see a Drill Sergeant.

If they are reluctant and you're concerned, let a Drill Sergeant know.

They have the experience and knowledge to determine the next steps.

If you recognize any of the self-harm or suicide warning signs:

ASK directly if they intend to harm or kill themselves.

Show **CARE** by listening.

[Image 4] NEVER leave them alone, **ESCORT** them directly to a Drill Sergeant who will get them to the help they need.

To help a team member who is struggling, just remember, Ask, Care, and Escort.

[Image 5] You are now part of a team, an Army team! We show respect to our team by looking out for each other!

Have a great Army day! Hooah!

Show slide 29 (ACE in Summary Cont.).

ACE IN SUMMARY

- Use ACE to help a battle buddy in need.
- **Apply ACE early** to prevent problems from growing.
- **Don't be afraid to reach out** to your battle buddies or drill sergeant if you feel that you need help.
- If you believe someone may be suicidal, **ASK** them if they are considering killing or harming themselves, listen to show you **CARE**, and **ESCORT** them to the drill sergeant

Summary
Review

In this lesson we covered how to recognize in yourself and in others the signs of someone struggling with challenges.

Use ACE if you feel a battle buddy may be struggling to cope with challenges in their life or their experience at BCT/OSUT.

Taking action early can prevent problems from becoming bigger and unmanageable.

Don't be afraid to reach out to your battle buddies or Drill Sergeant if you feel that you need help.

If you believe someone may be suicidal or in crisis, ASK them if they are thinking about killing or harming themselves, listen to show you CARE, and ESCORT them directly to the Drill Sergeant.

You now have the skills to use ACE effectively. Remember to use Ask, Care, Escort to help your battle buddies during BCT/OSUT and throughout your career as a Soldier. Helping one helps all. Same team, same fight.

Check on Learning:

LSA 5 is a summary and check on learning.

Review Summary:

Reiterate that for the last 50 mins, we developed and practiced strategies to cope with difficult life challenges in BCT/OSUT such as failure of a valued relationship, financial challenges, pressure to achieve, and the displacement of a support system. How will you apply these skills beyond this classroom?

SECTION IV. SUMMARY

Method of Instruction:	Discussion (Small or Large Group)
Mode of Delivery:	Resident Instruction
Instr Type (I:S Ratio):	Military - ICH (1:200), Civilian - ICH (1:200), Contractor (1:200), Guest Speaker (1:200)
Time of Instruction:	5 mins

Check on Learning

Ask the following question as a brief check on learning.

- Q. True or False: If you notice warning signs, you need to ask directly if they are considering suicide or self harm. A. True. Warning signs indicate you need to take immediate action and ask them directly about suicide.
- Q. True or False: Listening shows you CARE. A. True. Listen without judging to show you support them.
- Q. True or False: It is ok to leave someone in crisis alone if you are going to get help. A. False. Never leave someone who is suicidal alone.
- Q. True or False: If a friend tells you that they are thinking of harming themselves but asks you not to say anything, it is ok to keep their secret. A. False, never promise to keep a secret about suicidal thoughts or self-harm. Even if they are reluctant, it is your duty to get them the help they need.
- Q. True or False: When someone is in crisis, ESCORT them directly to the Drill Sergeant. A. True. Do not wait.

Review/Summary

INSTRUCTOR NOTE: Encourage trainees to reach out to you or someone in their BCT support circle, chaplain, or other Army resource after this training if they heard something in this training that brought back any painful memories. Encourage all trainees to remember why they joined the Army. Provide them with their Chaplain's name and contact information. Resilience Training for BCT and Basic Connections for BCT also list Army resources available in BCT.

Terminal Learning Objective:

Action: Apply steps in ACE when someone is struggling to cope with life challenges.

Condition: In a classroom environment, given Soldiers in BCT/OSUT, training materials, Soldier Blue Book, and discussions assessed by the instructor.

Standard: Demonstrate with 100% accuracy, the ability to:

- Identify *help-seeking* as an effective coping strategy for managing a life challenge.
- Explain three benefits of help-seeking for the individual and the team.
- Define the three steps of ACE.
- Employ ACE in a simulated crisis from an everyday situation to assist someone in need.

What are your questions concerning anything covered in this lesson?

Look out for yourselves and each other throughout BCT and we'll see you at graduation.

SECTION V. STUDENT EVALUATION

Testing Requirements

ACE Suicide Prevention Training for BCT/OSUT invites discussion and personal insights from all students participating. The instructor facilitated discussions are designed to stimulate analysis of individual skills, application of content, and identify any areas that may require extra emphasis or review.

Feedback Requirements

Feedback is essential to effective learning. Schedule and provide feedback on the evaluation and any information to help answer students questions about the conduct of the Lesson. Provide remedial training and testing as needed to ensure the Learning Outcomes have been met.

Appendix A - Viewgraph Masters

Ask, Care, Escort (ACE), Suicide Prevention Training for BCT/OSUT 145-ARD01021 / Version 2 ©

Sequence	Media Name	Media Type
0	ACE for BCT and OSUT PPT	PPTX
0	ACE Video 1	MP4
0	ACE Video 2	MP4
0	ACE Video 3	MP4
0	ACE Video 4	MP4
0	ACE Video 5	MP4

Appendix B - Assessment Statement and Assessment Plan

Assessment Statement: None.

Assessment Plan: None.

Appendix C - Practical Exercises and Solutions

PRACTICE EXERCISE(S)/SOLUTIONS(S) FOR LESSON 145-ARD01021 Version 2 ©

Appendix D - Student Handouts

**Ask, Care, Escort (ACE), Suicide Prevention Training for BCT/OSUT
145-ARD01021 / Version 2 ©**

Sequence	Media Name	Media Type
0	ACE for BCT Instructor Guide v2	PDF