



WHAT EMPLOYEES NEED TO KNOW

Obtaining Information, Assistance and Support; Reporting Options



If you have experienced sexual or gender-based violence, there are a number of ways to report the incident and multiple channels for obtaining information, assistance and support to ensure your health and safety, both physical and emotional. This Infographic provides an overview of your options. Detailed information can be found in the **Resource Guide for Employees** (<http://bit.ly/1VLNnFw>).

The term “sexual and gender-based violence” is used here as an umbrella term to refer to all “Prohibited Conduct,” as defined in the University’s Policy on Sexual and Gender-Based Harassment and Other Forms of Interpersonal Violence (the “Policy”). Prohibited Conduct includes Sexual Assault, Sexual Exploitation, Intimate Partner Violence, Stalking, Sexual and Gender-Based Harassment, Complicity (in the commission of any such conduct), and Retaliation against any person for making a good faith report of Prohibited Conduct or participating in any proceedings under the Policy. Detailed definitions of these and other key terms, including “Affirmative Consent” and “Incapacitation” are set forth in the Policy:

<http://eocr.virginia.edu/policies-procedures-and-resources>

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IMMEDIATELY AFTER INCIDENT

Reporting the Incident

You are strongly encouraged to report sexual and gender-based violence to the police.



Report to any police officer, in person, or by calling one of the numbers to the right. If you seek medical attention at the UVA Emergency Department (see below), you may ask to make a police report at the hospital. Reporting to police will not affect your ability to pursue resolution through the University process (see next page). The University’s process is independent of the criminal process.

HOW TO CONTACT THE POLICE

- Emergency:** 911
- Non-emergency:**
- Albemarle County Police: (434) 977-9041
 - City of Charlottesville Police: (434) 970-3280

Seeking Emergency Medical Attention

You are strongly encouraged to seek medical attention.



You may obtain medical attention at any medical facility. However, the University’s Medical Center is the only local hospital with nurses (called “SANE Nurses”) who are specially-trained to perform a forensic sexual assault examination. A SANE Nurse can

assess for possible physical trauma, sexually-transmitted disease, and/or pregnancy; provide attention and medication to prevent infection and pregnancy; and, within the first 72 hours, administer a “forensic exam” to preserve evidence of a sexual assault. More information about the forensic exam can be found in the **Resource Guide for Employees** (<http://bit.ly/1VLNnFw>). Employees are not required to report an incident to law enforcement or the University in order to receive medical attention or a forensic exam. Non-emergent and follow-up care may also be obtained through the UVA Medical Center (www.healthsystem.virginia.edu/home.html).

WHERE TO GO FOR CONFIDENTIAL MEDICAL ATTENTION

- | | |
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| First 72 hours: | After 72 hours: |
| • UVA Medical Center ER
1215 Lee St.
(434) 924-2231 | • UVA Medical Center
1215 Lee St.
(434) 924-0211 |

Seeking Confidential Crisis Counseling

You are strongly encouraged to seek confidential counseling.



You may obtain crisis counseling and confidential information, advice and support through any of the sources listed to the right.

UVA CONFIDENTIAL CRISIS RESOURCES

- UVA Faculty and Employee Assistance Program (“FEAP”): (434) 243-2643 (daytime)
(434) 924-0000 (evenings/weekends, ask for consultant on call)
- UVA Women’s Center: (434) 982-2252 (daytime)

COMMUNITY CONFIDENTIAL CRISIS RESOURCES

- Sexual Assault Resource Agency (“SARA”): (434) 977-7273
- Shelter for Help in Emergency (“SHE”): (434) 293-8509
- Family Violence and Sexual Assault Virginia Hotline: 1 (800) 838-8238

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Seeking Emotional Support

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OTHER INFORMATION, ASSISTANCE AND SUPPORT

There are many sources of information, assistance and support at the University and in the community.



Seeking Ongoing Confidential Counseling

At the University, confidential support is available through FEAP (434) 243-2643, the Women's Center (434) 982-2252, and at University Medical Associates (434) 924-1931 or UVA Health System General Gynecology (434) 924-1955 or (800) 251-1841.

In the Charlottesville Community, confidential support is available through SARA (434) 977-7273 and SHE (434) 293-8509. Detailed contact information and a list of other sources of confidential support is contained in the **Resource Guide for Employees** (<http://bit.ly/1VLNnFw>).

Seeking Remedial and Protective Measures

University Measures: The UVA Office for Equal Opportunity and Civil Rights (EOCR) can arrange a broad range of protective and remedial measures, including (1) a "No-Contact Directive," which is enforceable through relevant disciplinary procedures, and (2) appropriate and available university employment modifications. **Information you share with EOCR will be evaluated to assess individual and community safety consistent with UNIVERSITY OBLIGATIONS outlined below.** Remedial measures are available regardless of whether an employee pursues a report or investigation under the Policy. The **Resource Guide for Employees** (<http://bit.ly/1VLNnFw>) describes such measures in detail.

WHO TO CONTACT

Office for Equal Opportunity and Civil Rights (EOCR):
During regular business hours, call EOCR at (434) 924-3200.

Judicial Protective Orders: Where there is an immediate threat to health or safety, it may also be possible to obtain a judicial protective order. The University Police can provide information and assistance in filing for a protective order.

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REPORTING OPTIONS

You may report to the police and/or to the University.



You may report to: (1) the police, in which case the Commonwealth's Attorney will decide whether or not to pursue criminal charges; and (2) the University, in which case the University will assess the report and determine the appropriate course of action. You may pursue both or neither of these options. While you may make a report at any time, filing a report immediately after an incident can help to preserve important evidence.

University Report

You may report to the University through its reporting website, **Just Report It**, or by contacting the University's Title IX Coordinator, directly at (434) 297-7988 or titleixcoordinator@virginia.edu.

You may also pursue University resolution under the Policy. The standard of proof under the Policy is a "preponderance of the evidence," and sanctions may include disciplinary action up to and including suspension, expulsion or termination of employment.

Police Report

You may report to the police directly or you may request assistance from EOCR about how to report to the police.

The criminal process is governed by applicable criminal statutes; the standard of proof is "beyond a reasonable doubt," and sanctions may include all applicable criminal penalties.

Anonymous Report

You may report anonymously through **Just Report It**: www.virginia.edu/justreportit. However, the University's ability to respond to an anonymous report may be limited.

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UNIVERSITY OBLIGATIONS



Once a report of Prohibited Conduct is received, the University will conduct an initial assessment, a threat assessment, and take any immediate action that may be necessary to protect the health and safety of individuals and the University community. Depending on the nature and severity of the conduct reported, the University may be required to share all known information, including names, with law enforcement. The University is committed to protecting the safety of the broader University community, which includes reporting crime statistics and, in some cases, issuing incident notifications in accordance with federal law. Most University employees – "Responsible Employees" – **are required to report** any knowledge of an incident of sexual or gender-based violence or harassment to the University's Title IX Coordinator within 24 hours. Licensed clinical health and mental health care providers are considered confidential resources and **will not report** Prohibited Conduct to the University's Title IX Coordinator.

FOR MORE INFORMATION

about reporting requirements and confidential resources:

Resource Guide for Employees: <http://bit.ly/1VLNnFw>