

Resource and Information Guide

Appendix C

A Note from the Title IX Office

The University of Virginia is committed to providing a safe and non-discriminatory environment for all members of the University community and prohibits all forms of Sexual Misconduct under the [University's Policy on Sexual and Gender-Based Harassment and Other Forms of Interpersonal Violence](#) (the "Sexual Misconduct Policy"). The Title IX Office recognizes that experiencing or being accused of Sexual Misconduct can be stressful, scary, and confusing. We want to ensure that you are aware of the resources available to you and have created this Resource and Information Guide to help you access all the support that is available to you.

University Resources for Students

CONFIDENTIAL RESOURCES

- [University Emergency Department](#)*
Address: 1215 Lee Street, Charlottesville
Phone: (434) 924-2231
Hours: open 24 hours every day
- [UVA Department of Student Health and Wellness](#) provides sexual assault forensic exams at no cost, emergency contraception, STI screening and treatment, and information and referrals for follow-up care. Their services encompass both medical and mental health care. Individuals looking for a sexual assault forensic exam (PERK kit) can ask directly for the SANE nurse or forensic nurse on call.*

Address: 550 Brandon Ave, Charlottesville
Phone: (434) 924-5362
After Hours Phone: (434) 297-4261
Academic year hours: Monday - Friday, 8:00am – 5:00pm
Summer hours: Monday - Friday, 8:00am – 4:30pm

- [Counseling & Psychological Services \(CAPS\)](#) is the primary student mental health clinic on Grounds, committed to providing a safe and affirming environment for all students seeking to improve their mental and emotional well-being. In addition to direct care through group and/or individual therapy and psychiatric services, CAPS also provides consultation and referral services. They can be contacted for emergencies or ongoing concerns about yourself or another student.

Address: 550 Brandon Ave, Charlottesville
Phone: (434) 243-5150
After Hours Phone: (434) 297-4261
Academic year hours: Monday - Friday, 8:00am – 5:00pm
Summer hours: Monday - Friday, 8:00am – 4:30pm

- [The Women's Center](#) is a vital hub of resources and opportunities on Grounds. The Women's Center works every day at the intersection of social justice issues that affect people everywhere especially our students, faculty and staff on Grounds, our neighbors and friends in Charlottesville. When you are in need of extra support, the Women's Center offers free and flexible counseling, as well as digital resources to help you address

* These resources provide sexual assault forensic exams at no cost, emergency contraception, STI screening and treatment, and/or information and referrals for follow-up care. Student Health and Wellness includes a Gynecology/Women's Health department as well as General Medicine and counseling services. Please note: the UVA Medical Center and Student Health and Wellness are the only places in Charlottesville where students can receive a sexual assault forensic exam by a Sexual Assault Nurse Examiner (SANE nurse). Note: individuals looking for a sexual assault forensic exam (PERK kit) can ask directly for the SANE nurse or forensic nurse on call.

the problems you're facing. It is also available for those who have a friend or loved one in need and are looking for guidance on how to best support them.

Address: P.O. Box 800588 Charlottesville, VA 22908

COUNSELING INQUIRIES: womenscentercounsel@virginia.edu or 434-982-2252

MAIN OFFICE: womenscenterservices@virginia.edu or 434-982-2361

- [TimelyCare](#) is an app that allows all students who pay the comprehensive health fee with their tuition have free, 24-hour access to virtual mental health services. These include virtual counseling visits, TalkNow (which allows students to connect with a mental health professional).

NON-CONFIDENTIAL RESOURCES

- [The Title IX Office](#) is the primary resource for all matters that fall under the University's [Policy on Sexual and Gender-Based Harassment and Other Forms of Interpersonal Violence](#). The Title IX Office is available to provide Supportive Measures and Resources, which may include but are not limited to academic accommodations and No Contact Directives. If applicable, the Title IX Office is also available to discuss available resolution processes under this policy, including [Alternative Resolution](#) and [Formal Grievance](#) Procedures.

Address: O'Neil Hall, 445 Rugby Rd.

Phone: (434) 297-7988

Email: titleixoffice@virginia.edu

Hours: Monday - Friday, 9:00am – 5:00pm

- Law Enforcement: The police are best equipped to respond to any immediate threats to your safety. Call 911 to reach your local law enforcement, which may be the Albemarle County Police, City of Charlottesville Police, or University Police Department (UPD) depending on your location.

Police Emergency

Phone: 911

[University Police Department](#)

Phone: (434) 924-7166

[City of Charlottesville Police](#)

Phone: (434) 970-3280

[Albemarle County Police](#)

Phone: (434) 977-9041

Hours: all are available 24 hours every day

- [Care and Support Services \(CASS\)](#) at Student Health and Wellness provides free inclusive support for all students with unmet needs to increase students' ability to identify, reduce, and navigate barriers to their growth and well-being. We do this by providing direct student services and programming, and by creating and expanding support infrastructures.

Address: Peabody Hall, Second Floor

Business hours phone: (434) 924-7133

After hours phone: (434) 924-7166 (ask for "Dean on Call")

Email: cass@virginia.edu

Hours: Monday - Friday, 8:00am – 5:00pm; Dean on Call available 24 hours every day

University Resources for Employees

CONFIDENTIAL RESOURCES

- [University Emergency Department*](#)

Address: 1215 Lee Street, Charlottesville

Phone: (434) 924-2231

Hours: open 24 hours every day

- [Faculty & Employee Assistance Program \(FEAP\)](#) offers quality, professional, and comprehensive services, tailored to your individual needs. For employees and their families, they offer assessment, short-term counseling, referral, and follow-up at no cost to the employee for a wide variety of personal concerns.

Address: 1300 Jefferson Park Ave, Charlottesville

Daytime phone: (434) 243-2643

Evenings and weekends phone: (434) 924-0000 (ask for consultant on call)

Hours: Monday - Friday, 8:00am – 5:00pm

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- [The University of Virginia Ombuds](#) acts as a trusted navigator for current faculty, staff and students seeking guidance, information, insight, and potential options to overcome an existing conflict or concern. The University Ombuds is a transformative and engaging university resource who helps empower individuals to proactively address their conflict and concerns in a positive, constructive method while assisting in an impartial, independent, informal, and confidential manner.

Phone: 434-924-7819

Email: ombuds@virginia.edu

* The UVA Health Emergency Department provides sexual assault forensic exams at no cost, emergency contraception, STI screening and treatment, and/or information and referrals for follow-up care. Please note: the UVA Health System is the only place in Charlottesville where individuals can receive a sexual assault forensic exam by a Sexual Assault Nurse Examiner (SANE nurse). Note: individuals looking for a sexual assault forensic exam (PERK kit) can ask directly for the SANE nurse or forensic nurse on call.

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Phone: (434) 970-3280

[Albemarle County Police](#)

Phone: (434) 977-9041

Hours: all are available 24 hours every day

Community and National Resources

COMMUNITY RESOURCES

- [Sexual Assault Resource Agency \(SARA\)](#) is a non-profit agency working to eliminate sexual violence and its impacts through education, advocacy, and support services. SARA serves individuals and communities in the City of Charlottesville and the counties of Albemarle, Fluvanna, Greene, Louisa, and Nelson. The organization works with child and adult survivors of all genders, as well as non-offending friends and family of survivors of any kind of sexual violence and provides free, confidential support services to all survivors, regardless of race, gender, sexual orientation, or other characteristics.

Address: 335 Greenbrier Dr, Suite 102, Charlottesville

24-hour hotline: (434) 977-7273

Office phone: (434) 295-7273

Office email: info@saracville.org

Hours: Monday - Friday, 9:00am – 5:00pm

- [The Madison House Help Line](#) is a hotline serving UVA students and Charlottesville community members, supervised by Madison House. When you call the HELP Line, you will be connected to a trained UVA student who will listen to you without judgment. However, they are not professionals and might refer you to long-term services that are not anonymous and/or confidential. Since they are run by UVA students, the HELP Line is only operational during the academic year.

Phone: (434) 924-8255

Hours: available 24 hours every day (during the academic year)

- [The Women's Initiative](#) is a local Charlottesville organization dedicated to providing women and members of the gender-expansive community with counseling, education and social support. Wellness clinic hours are free and available four days a week; those with health insurance or financial capacity are often referred to therapists in the community, but they make eligibility determinations on a case-by-case basis. Spanish speaking services also available.

Address: 1101 East High Street, Charlottesville

Office phone: (434) 872-0047

Office email: info@thewomensinitiative.org

Hours: Call-In (Monday, 10:00am – 12:00pm; Thursday, 5:00pm – 7:00pm), Walk-In (Tuesday, 9:00am – 11:00am at 233 4th St. NW, Suite 255-B; Wednesday, 2:00pm – 5:00pm at 1101 East High Street)

- [Family Violence and Sexual Assault Virginia Hotline](#) will connect victims and those impacted by violence, such as family, friends, professionals, and the general public, with trained advocates. Their Crisis Response Team, which includes multicultural and multilingual staff and volunteers, will listen to you, offer support, and connect you to resources in your area. The choice of what and how much you share with them is up to you.

Text: (804) 793-9999

Hours: available 24 hours every day

- [Shelter for Help in Emergency \(SHE\)](#) works to support and empower victims of domestic violence through a combination of residential, community-based and outreach services. They offer a safe, confidential residency facility as well as various services through their Community Outreach Center. All clients, regardless of if they are residential or outreach, are offered a comprehensive range of trauma-informed services including crisis intervention, case management and counseling, legal advocacy and court accompaniment, programs for children and adolescents, and outreach to the Spanish-speaking community.

Address: 1415 Sachem Pl, Charlottesville

24-hour hotline: (434) 293-8509

Office email: info@shelterforhelpinemergency.org

Hours: open 24 hours every day

- [Planned Parenthood](#) is a nonprofit organization that delivers vital reproductive and sexual health care, and sex education. Though there are clinics nationally, the [Charlottesville Health Center](#) is Planned Parenthood's satellite center in the area that offers birth control, emergency contraception, gender-affirming care, and pregnancy and STD testing, among other services. Care is available with or without insurance, and Planned Parenthood is able to help identify health care that aligns with your budget.

Address: 2964 Hydraulic Road, Charlottesville

Office phone: (434) 296-1000

Hours: Tuesday 8:00am – 3:00pm, Wednesday 10:00am – 6:00pm, Thursday 8:00am – 4:00pm, Friday 8:00am – 1:00pm (only open on the second and fourth Friday of the month)

NATIONAL RESOURCES

- [Rape and Incest National Network \(RAINN\)](#) is the largest national anti-sexual violence organization. RAINN runs the National Sexual Assault Hotline by phone and online, which is a 24-hour resource. They can also refer you to a local rape crisis center.

24-hour phone hotline: (800) 656-4673

Hours: available 24 hours every day

- [The Trevor Project](#) is the leading national organization providing crisis intervention and suicide prevention services to lesbian, gay, bisexual, transgender, queer & questioning youth.

Available by phone: 1-866-488-7386.

Online chat support is also available

- [The National Domestic Violence Hotline](#) is available for those seeking self-guided resources for safety planning, click the link above to learn more. The Hotline has assisted over 4 million people since its creation in 1994. The NDVH website offers many resources and free online education on many aspects of domestic violence, and they work to empower those who have experienced abuse.

Available by phone at 1-800-799-7233

Available by text at 88788, text “START”

Live chat available on website

- [The National Center for Victims of Crime](#) is a nonprofit organization that advocates for victims’ rights, trains professionals who work with victims, and serves as a trusted source of information on victims’ issues. After more than 25 years, we remain the most comprehensive national resource committed to advancing victims’ rights and helping victims of crime rebuild their lives. The National Center is, at its core, an advocacy organization committed to — and working on behalf of — crime victims and their families. Rather than focus the entire organization’s work on one type of crime or victim, the National Center addresses all types of crime.
- [The National Sexual Violence Resource Center](#) (NSVRC) is the leading nonprofit in providing information and tools to prevent and respond to sexual violence. NSVRC translates research and trends into best practices that help individuals, communities and service providers achieve real and lasting change. NSVRC also works with the media to promote informed reporting. Every April, NSVRC leads Sexual Assault Awareness Month (SAAM), a campaign to educate and engage the public in addressing this widespread issue. NSVRC is also one of the three founding organizations of RALIANCE, a national, collaborative initiative dedicated to ending sexual violence in one generation.
- [The National Sexual Assault Legal Assistance Hotline](#) The Take Back The Night Foundation legal support team provides free support so those impacted by sexual harassment, sexual assault, or other sexual violence can explore their legal options. To learn more, they offer an [FAQ](#).

Available by phone at 567-SHATTER (567-782-8837) or complete the online form.

Preserving Evidence

Making the decision to report Sexual Misconduct can often take time. Pending the decision to report, individuals are strongly encouraged to take immediate steps to preserve all evidence that might support a future report, a Protective Order, or an investigation by the University, by the Police, or both. This evidence may include:

- a) A forensic sexual assault examination (before 120 hours, but as soon as possible)
- b) Any clothing, sheets or other materials (items containing bodily fluids should be stored in cardboard boxes or paper bags)
- c) Electronic exchanges (e.g., text messages, emails, and Facebook, Instagram, Snapchat or other social media posts, to the extent that they can be captured or preserved)
- d) Photographs (including photographs stored on smartphones and other devices)
- e) Voice-mail messages and other physical, documentary and/or electronic data that might be helpful or relevant in an investigation.
- f) Recollections you may have of the incident (written, typed, drawn, etc.)

If you have recently been sexually assaulted and wish to preserve evidence, you are advised not to change clothes or bedding, take a shower, douche, or clean up until evidence has been collected by the police or a sexual assault nurse examiner. Evidence may still be available even if the victim has changed clothes or cleaned up/showered.

Electronic and photographic evidence may be lost through the upgrade or replacement of equipment (including smartphones), software and/or accounts or may simply be lost with the passage of time.

Reporting to the University

The University strongly encourages individuals who have experienced, have knowledge of, or have witnessed Sexual Misconduct to report the incident to the University immediately. Reports may be made through the [Just Report It](#) system or by directly contacting the Title IX Office.

The University's ability to respond may diminish over time. If a Respondent is no longer a Student or Employee at the University, the University will provide appropriate Supportive Measures and help the Complainant find external reporting options if they choose.

Making a report to the University does not obligate an individual to participate in any subsequent University proceedings, nor is a report required for an individual to receive Supportive Measures.

Upon receipt of a report of Sexual Misconduct, the University will conduct an initial assessment, also known as a threat assessment, and take any immediate action that may be necessary to protect the health and safety of the Complainant and the University community.

Anonymous reporting is available through the Title IX Office. If reporting anonymously, please provide as much information as possible (time, date, location, and detailed description of incident). If you wish to report an incident anonymously, you may download and print a PDF reporting form which may be hand-delivered to the Title IX Office once completed or transmitted through a restricted e-mail address. Alternatively, individuals may call the Title IX Office from a restricted number to provide information on an incident of sexual misconduct without revealing their identity.

PLEASE NOTE: Anonymous reporting can sometimes limit what is able to be accomplished in the investigation. In addition, all disclosures of Sexual Misconduct that are made to any Responsible Employee will be reported to the Title IX Office; Responsible Employees **MAY NOT** report anonymously.

Reporting to Law Enforcement

Individuals have the right to notify or decline to notify the police of an incident involving Sexual Misconduct. Complainants may contact the Police directly or may seek assistance from the Title IX Office in contacting law enforcement authorities. Filing a Police report does not obligate an individual to participate in any subsequent criminal proceedings.

Although a Police report can be made at any time, individuals who have experienced Sexual Misconduct should be aware that a one-year statute of limitations may apply to certain misdemeanors in Virginia. Any questions about this can be directed to the University Police Department.

Police contact information can be found in the [Law Enforcement Resources](#) section of this guide.

SEEKING A PROTECTIVE ORDER

When Sexual Misconduct is reported to the Police, it may be possible to obtain a court-ordered Emergency or Preliminary Protective Order. These may be issued if the judge or magistrate believes there is an immediate threat to the health and/or safety of the victim.

Later, after a full hearing, the court may agree to issue a “Permanent” Protective Order, in appropriate cases. A Permanent Protective Order may remain in place for up to two years under Virginia law and, in some cases, may be extended for an additional two years.

[The University Police Department’s Victim/Witness Assistance Coordinator](#) can explain the process for seeking a Protective Order and can escort an individual to the appropriate office in order to initiate a petition seeking a Protective Order.

Supportive Measures

The Title IX Office is responsible to enact supportive measures to address the short and/or long-term effects of any Sexual Misconduct within the University's [Policy on Sexual and Gender-Based Harassment and Other Forms of Interpersonal Violence](#) and to prevent further harassment, discrimination, retaliation, or other violations of this policy. Supportive Measures are non-disciplinary, non-punitive individualized services offered as appropriate and without fee or charge. Supportive measures are available to the Complainant and the Respondent, even if a Formal Complaint is not filed. The Title IX Office, in conjunction with other University offices when needed, will determine the necessity and scope of any supportive measure on a case-by-case basis. The Title IX Office may enact supportive measures at their discretion to ensure the safety of any individual, the broader University community, or the integrity of the investigative process.

Supportive Measures may include but are not limited to:

- Assistance in seeking academic or workplace modifications;
- Imposition of a No Contact Directive;
- Arranging a meeting with Police to discuss or report Sexual Misconduct and/or safety planning;
- Arranging access to counseling and/or medical services and assistance in setting up initial appointments;
- Assistance in modifying University housing arrangements, assigned parking, and/or employment;
- Increased security or monitoring of certain areas of Grounds;

The University may provide reasonable supportive measures to Third Parties or Witnesses, as appropriate and available, taking into account the role of the Third Party or Witness and the nature of any contractual relationship with the University.