

Responding to Sexual Assault and Relationship Violence at UMBC



INTRODUCTION

The UMBC community is committed to maintaining a campus environment that is both welcoming and safe. Sexual assault and relationship violence violate the standards of conduct expected of every member of the UMBC community. These forms of intimate assault threaten the personal safety, well-being, educational experience, career and aspirations of individuals within the UMBC community. Therefore, such behavior will not be tolerated at UMBC.

PURPOSE

The UMBC Sexual Assault Policy requires students, faculty and staff to report all incidents of sexual assault. It is the goal of the Voices Against Violence Program to define and coordinate the efforts of various on- and off-campus partners in order to provide a caring, effective, uniform response to a UMBC community member who reports a sexual assault, relationship violence, or sexual exploitation. Each reporting UMBC community member should receive the same level of care and the same accurate and complete information from campus members regardless of their personal identity, including sex, gender identity/expression and sexual orientation. In addition, with the use of the Incident Report Form, this manual serves to obtain a precise account of the incidence rates of sexual assault and relationship violence among UMBC community members. It is necessary to obtain as much information about each assault as possible in order for the Sexual Assault and Relationship Violence Response Team (SARVRT) to differentiate incidents for mandated, anonymous federal reporting and assess campus needs. By educating and informing the campus community about sexual violence and the protocol, UMBC supports an ideal learning and working environment for the entire campus community.

GENERAL PROTOCOL INFORMATION

This protocol is based on the following definitions of sexual assault, relationship violence and sexual exploitation:

1. **Sexual Assault I:** Any act of rape, forcible sodomy, or forcible sexual penetration, however slight, of another person's anal or genital opening with any object by a stranger or acquaintance. These acts must be committed either by force, threat, intimidation or through the use of the victim's mental or physical helplessness of which the accused was aware or should have been aware. *(derived from the University System of Maryland Policy on Sexual Assault)*
2. **Sexual Assault II:** Any act, by a stranger or acquaintance, of touching an unwilling person's intimate parts (defined as genitalia, groin, breast, or buttocks, or clothing covering them) or of forcing an unwilling person to touch another's intimate parts. These acts must be committed either by force, threat, intimidation or through the use of the victim's mental or physical helplessness of which the accused was aware or should have been aware. *(derived from the University System of Maryland Policy on Sexual Assault)*
3. **Relationship Violence:** Relationship/domestic violence is the sexual, physical, or emotional abuse of one partner by the other partner or ex-partner in an intimate relationship. The partners may be married or not married, gay or lesbian, living together, separated, broken up or dating.

Examples of relationship violence include:

- threatening or causing physical harm, extreme verbal abuse, or other conduct which threatens or endangers the health or safety of a relationship partner
- stalking, which is conduct that interferes with the peace and/or safety of a member of the UMBC campus and/or their immediate family, and includes, but is not limited to, repeatedly following, pursuing, waiting, or showing up uninvited at a workplace, residence, classroom, or other locations frequented by a victim; unwanted surveillance and other types of observation, whether by physical proximity or electronic means; repetitive and unwanted communication such as by telephone, voice mail, text, or instant messages, social networking site postings, written letters, or gifts; and unwanted gathering of information about a victim from classmates, friends, co-workers, or family
- sexual assault
- emotional abuse through mind games, name-calling, or put-downs
- isolation from family or friends
- economic abuse by withholding money or being prevented from getting or holding a job

The protocol also incorporates the following applicable definitions from the Code of Student Conduct:

- The term “effective consent,” when applied to any behavior which jeopardizes the health or safety of another, means words or actions that would demonstrate to a reasonable person a functioning, knowing and voluntary agreement to engage in mutually understood activity. Effective consent cannot be gained by force, by ignoring or acting in spite of the objections of another, or by taking advantage of the incapacitation of another, where the actor knows or reasonably should have known of such incapacitation. Where alcohol or other drugs are involved, incapacitation is defined with respect to how the substance consumed impacts a person's decision-making capacity, awareness of consequences, and ability to make fully informed judgments. Silence or passivity do not equate to consent. A mentally incapacitated or physically helpless person cannot give effective consent. The existence of a previous relationship, or consent granted for a previous activity, does not imply consent to future acts. Consent may be withdrawn at any time.
- The term “sexual exploitation” means taking sexual advantage of another person without effective consent, and includes, without limitation, causing or attempting to cause the incapacitation of another person in order to gain sexual advantage; causing the prostitution of another person; electronically recording, photographing, or transmitting intimate or sexual utterances, sounds or images of another person when there is a reasonable expectation of privacy; allowing third parties to observe sexual acts without the effective consent of all the involved parties; engaging in voyeurism; and/or knowingly communicating a sexually transmitted infection, including HIV, to another person.

This protocol is also based on the following assumptions about sexual assault and relationship violence:

1. Sexual assault and relationship violence victims need to know what services are available to them and who provides them. They also need to know that such providers will stay safely in their roles.
2. Victims of sexual assault and relationship violence need clearly defined choices and options.
3. Timely support is needed for a person who is in crisis and in order to secure evidence for possible prosecution.
4. Service providers must be clear about the UMBC community member's confidentiality because any inappropriate or unauthorized disclosures may be experienced by the victim as another violation of trust.
5. The victim needs to move at his or her own pace through the process of recovery.
6. An array of police, medical, psychological, administrative and disciplinary services must be in place and immediately available to UMBC community members who report sexual assault or relationship violence. The University is committed to maintaining the UMBC community member's confidentiality and supporting informed decision making regarding services. The University will continue to provide support services as outlined in this protocol to UMBC community members who choose to seek criminal or civil prosecution as well as disciplinary action under the UMBC's Code of Student Conduct. This protocol outlines these services and describes how they might work together in concert.

A UMBC community member who has been a victim of relationship violence or sexual assault usually enters the *University Response System* through one of several offices, including, but not limited to: University Health Services, the University Police, University Counseling Services, the Women's Center, Student Judicial Programs, Athletics, Office of the Vice President for Student Affairs, or the Residential Life Office.

Voices Against Violence

What is the Voices Against Violence Program?

The Voices Against Violence (VAV) Program is a university initiative seeking to address the cultural, interpersonal, and societal elements which perpetuate and tolerate violence on the UMBC campus, with the ultimate goal of eliminating campus violence. The program is sponsored by University Health Services, University Counseling Services, The Office of Student Judicial Programs, The Office of Student Life, University Police Department, The Office of the Vice President of Student Affairs, Residential Life, and The Women's Center.

What services does Voices Against Violence offer?

Voices Against Violence has developed and distributed the attached protocols in an effort to ensure victims are being responded to in a consistent and comprehensive manner. The protocol is also designed to assist those in the campus community that are interacting with the victims to respond in a safe and thorough manner.

The protocol will also allow the Voices Against Violence Program to keep confidential records of student, staff and faculty incidents that are reported. These records will allow the project to assess the needs of the campus community, and develop and advocate for services that would allow improvement in the response to victims of violence within the UMBC community.

The Voices Against Violence Program develops and implements activities for the UMBC community to allow continual discussion of issues surrounding violence within the UMBC community. On-going education and awareness of violence issues is a central goal in the Voices Against Violence Program. The Program takes a collaborative approach to awareness and educational activities, and encourages all departments and programs to address issues of violence with their students, faculty and staff.

Staff from the Sexual Assault and Relationship Violence Response Team (SARVRT) is available to assist in responding to reports of Sexual and Relationship Violence. In addition, SARVRT members can assist in finding an advocate to provide accompaniment to the hospital, police departments, University Health Services, University Counseling Services, the Office of the Vice President of Student Affairs and Student Judicial Programs. The UMBC Police Department can also assist 24 hours/ 7 days a week. The emergency UMBC Police Department phone line is (410) 455-5555.

The Rights of the Victim and the Accused

To encourage reporting of sexual assault, relationship violence, stalking and sexual harassment and to ensure fairness to all participants in the process, the following is a list of rights that shall be afforded to both the victim and the accused during University proceedings.

The Rights of the Victim

1. The right to be treated with respect and dignity regardless of gender, cultural background, age, sexual orientation, income, physical and cognitive abilities, sexual, medical or mental health history.
2. The right to timely access to emergency and crisis counseling services and the right to be informed of other University and community resources, including but not limited to University Police, affirmative action, University Health Services, and community counseling centers.
3. The right to be accompanied by an Advocate while receiving victim services.
4. The right to information regarding reporting requirements, legal rights, and legal resources.
5. At the victim's request, the right to have allegations of student misconduct investigated by the appropriate University office and adjudicated by Student Judicial Programs.
6. The right to a full explanation of the Student Judicial Hearing process prior to its initiation.
7. The right to be informed about on campus no contact orders and off campus protection orders.
8. The right to have an advisor present throughout a Student Judicial Hearing.
9. The right to be present during the entire Student Judicial Hearing.
10. The right to be physically separated from the accused during the hearing, including testifying by written statement or by phone from a separate room, if desired.
11. The right to be free from direct questioning by the accused student. Rather, questions will be asked by and through student judicial board members only.
12. The right not to have irrelevant past sexual history discussed during the Student Judicial Hearing.
13. The right to write a victim impact statement for the use in the student judicial process.
14. The right to be informed in a timely manner of the student judicial board's findings and of the outcome of the hearing.
15. The reasonable right to confidentiality. If the victim reports a matter of sexual or relationship violence to other campus faculty or staff, or would like to take more action, the information will be treated as confidential and will be shared administratively on a limited, need-to-know basis.
16. A victim's identity will not be publicly confirmed or denied by Student Judicial Programs or other SARVRT member departments except in cases of lawfully issued subpoenas or other exceptional circumstances outlined within FERPA.
17. A victim seeking services from University Health Services will remain confidential as prescribed by HIPAA.
18. A victim seeking services from University Counseling Services will remain confidential as prescribed by therapist/client confidentiality requirements.
19. The victim has the right to appeal the outcome of the OSJP hearing.
20. Has the right to meet with the campus Title IX coordinator for the university at any point during this process.

The Rights of the Accused

1. The right to be treated with respect and dignity regardless of gender, cultural background, age, sexual orientation, income, physical and cognitive abilities, sexual, medical or mental health history.
2. The right to a written statement of charges.
3. The right to an explanation of the Student Judicial Hearing process.
4. The right to have the case adjudicated by students who have been trained to hear alleged violations of the Code of Student Conduct.
5. The right to a fair and impartial Student Judicial Hearing.
6. The right to be informed of the Student Judicial Hearing date.
7. The right to have an advisor present through the Student Judicial Hearing.
8. The right to hear all evidence and witnesses presented to the Student Judicial Board.
9. The right to have questions asked of any witness presenting evidence at the Student Judicial Hearing.
10. The right to testify on one's behalf.
11. The right to be judged solely on evidence available and presented at the hearing.
12. The right to be informed in a timely manner of the board's findings and of the outcome of the hearing.
13. The right to appeal the decision of the Student Judicial Board.

General Guidelines for Helping Victims

The experiences of sexual assault and domestic violence are different for each person who reports them. Victims may also present with various reactions, some expected and some that you may find unusual. Depending on when the assault occurred and how they have dealt with the victimization, a person may be in shock, may appear quite calm and normal or may cry uncontrollably. The following are general guidelines and suggestions that can be helpful when a person first shares information that she or he has been assaulted.

1. **Listen to them.** The greatest fear of assault survivors is that they will not be heard or that their experiences will be minimized. In abusive relationships, victims also often feel crazy and that no one will believe them because their abusers sometimes present themselves as nice and gentle to the outside world. Even if you know the accused and think they're incapable of such harm, accept what you are hearing and sort it out for yourself later. Remember, the survivor must trust you a great deal to tell you.
2. **Comfort them.** Try to calm them down if they are agitated. Offer a drink of water or tea if available.
3. **Let them do the talking.** Find a private place and just let them talk. Do not interrupt or try to help them along in their story by putting your own words in their mouths.
4. **Tell them the rape or violence was not their fault.** Avoid questions that seem to blame her for her actions such as "Why didn't you scream?" or "Why did you stay in the relationship for so long?" or "Were you drinking too much?" Victims often blame themselves. If they talk about feelings of self-blame, allow them to do so, but reinforce that you believe it was not their fault, but the abuser or rapist's fault.
5. **Provide support without taking over.** Survivors need to be in charge of their own healing process and need to move at their own pace
6. **Assure them that there is help available.** Many victims, especially those in long-term abusive relationships feel that their situations are hopeless. Reiterate that there are resources and avenues for help and that you are going to help them access them as quickly and as smoothly as possible.
7. **Identify your own reactions and get support.** You may feel angry, sad, shocked, embarrassed, helpless, revengeful, confused - any or all of these. Talk to someone about your feelings. If you take care of yourself, you will be better able to support the survivor.

(Adapted from I Never Called It Rape; Warshaw, Robin, 1988)

Some helpful phrases:

1. I'm sorry this happened to you.
2. You didn't deserve to be hurt like this.
3. Whatever you did to survive the situation was the right thing to do.
4. I believe you. I don't think it was your fault.
5. That must have been very frightening/upsetting.
6. I don't think you are crazy. You're reacting normally to a crazy situation.

University Police

Sexual Assault and Relationship Violence Procedure Checklist

Incident # (to be filled out by Associate Vice President of Student Affairs or designated staff)

Staff Name: _____ Today's Date: _____

Instructions: The officer working with the student reporting an assault should initial each item next to the procedure he/she completed and mail the completed form in a sealed envelope marked "Confidential" to the Associate Vice President of Student Affairs Office – Commons 319.

The following actions have been taken by the officer responding:

_____ Assessed the victim's immediate safety and took reasonable steps to assist in alleviating further concerns for safety.

_____ Provided immediate privacy for the student.

_____ **If the assault occurred in the last 120 hours**, informed the student about the SAFE (Sexual Assault Forensic Examiner) programs which include emergency contraception, a medical evidentiary exam, pregnancy and STD testing, physical and psychosocial assessment and expert witness testimony for the court system. **If the assault did not occur in the past 120 hours**, encouraged the student to go to University Health Services for medical advice and appropriate follow-up care. Offered to provide transportation and accompaniment by an advocate, if available, to the hospital or UHS.

_____ Explained that a confidential sexual assault or domestic violence report will be filed with Associate VP of Student Affairs Office and the University's Title IX coordinator. Explained the reason for this report and assured the victim that the information will remain as confidential as possible.

_____ Explained that as a result of contacting the University Police, a full investigation will be initiated.

_____ Explained that if the student chooses to pursue a full investigation, upon its completion the student may seek criminal charges. The State's Attorney's office will decide whether there is enough evidence to pursue criminal charges. If an on-campus investigation was completed, the results of that investigation will be released to the Baltimore County State's Attorney's Office.

_____ Explained that reports to campus police of acquaintance assault will be confidential. If a student is reporting a stranger assault or incident which may present a clear danger to the community, information about the incident will be released to protect the community while respecting the student's confidentiality.

_____ Encouraged the student to consider taking advantage of counseling services available at University Counseling Services and offered to facilitate such a meeting. Also presented counseling options in the community and offered to facilitate a meeting.

_____ Informed the student that the University has a disciplinary process for misconduct and that this process can be confidentially discussed with staff of Student Judicial Programs. Offered to facilitate such a meeting and explained that the student has the right to choose whether charges are filed or not, except in cases where there is a significant threat or risk to the university community.

_____ Gave the student a copy of the sexual assault and/or relationship violence brochure with written emergency numbers. The police officer's name should also be provided in writing.

_____ Asked if the student had a safe place to go. If not, offered to call Residential Life at 410-455-3932 during normal working hours to arrange temporary safe housing on campus (residential students only.) Offered to reach the Community Director on call. For commuter students, offered to call the Baltimore County Sexual Assault and Domestic Violence 24-Hour Hotline to arrange for off-campus shelter.

_____ If the victim identified the alleged assailant as a UMBC employee, reported alleged assailant information to the UMBC Office of Human Relations at 410-455-5745. If the victim identified child abuse or child sexual abuse, reported the matter to the local department of social services and provided a copy of the written report to the Human Relations Manager.

_____ Completed the Sexual Assault Incident Form and mailed it along with this checklist in a sealed envelope marked "Confidential" to Associate Vice President of Student Affairs Office – Commons 319 within 24 hours.

_____ Recognize that the Associate VP of Student Affairs will have a member of the Sexual Assault and Relationship Violence Response team contact you to provide additional guidance and support.

_____ If the victim is a student or non-affiliate, consulted with the Associate Vice President of Student Affairs; if the victim is a staff or faculty member, consulted with the Office of Human Relations.

IMPORTANT UNIVERSITY TELEPHONE CONTACTS:

University Police	410-455-5555
Student Judicial Programs	410-455-2453
University Counseling Services	410-455-2472
University Health Services	410-455-2542
VP of Student Affairs	410-455-2393
Women's Center	410-455-2714
Office of Human Relations	410-455-1853
Community Director On-call	Call University Police 410-455-5555

LOCAL COMMUNITY RESOURCES:

Baltimore County Sexual Assault & Domestic Violence 24-Hr Hotline Turnaround, Inc.	Baltimore City	410-828-6390 410-837-7000
	Towson Office	410-377-8111
	Rosedale Office	410-391-2396
Family and Children Services of Central MD	Baltimore County	410-281-1334
Child Protective Services	Baltimore County	410-853-3000
	After Hours	410-583-9398
Mercy Hospital	SAFE Program	410-332-9499
	Emergency Room	410-332-9477
GBMC	SAFE Program	443-849-3323
	Emergency Room	443-849-2226

Staff/Faculty Member Sexual Assault and Relationship Violence Procedure Checklist

Incident # (to be filled out by A.V. P. of Student Affairs or designated staff) _____

Staff Name: _____ Today's Date: _____

Instructions: The faculty/staff member working with the student reporting an assault should initial each item next to the procedure he/she completed and mail the completed form in a sealed envelope marked "Confidential" to the Associate Vice President of Student Affairs Office – Commons 319.

The following actions have been taken by the faculty or staff person:

_____ Assessed the victim's immediate safety and took reasonable steps to assist in alleviating further concerns for safety. Offered a private area to talk.

_____ Explained that a confidential sexual assault or domestic violence report will be filed with Associate VP of Student Affairs Office and the University's Title IX coordinator. Explained the reason for this report and assured the victim that the information will remain as confidential as possible.

_____ **If the assault occurred in the last 120 hours**, informed the student about the SAFE (Sexual Assault Forensic Examiner) programs in the area which include a medical evidentiary exam, emergency contraception, pregnancy and STD testing, physical and psychosocial assessment and expert witness testimony for the court system. **If the assault did not occur in the past 120 hours**, encouraged the student to go to University Health Services for medical advice and appropriate follow-up care. Offered to arrange transportation through University Police and if available, accompaniment by community advocate, to the hospital or UHS.

_____ Encouraged the student to consider taking advantage of counseling services available at University Counseling Services and offered to facilitate such a meeting. Also presented counseling options in the community and offered to facilitate a meeting.

_____ Encouraged the student to consider filing a report with campus police if the reported assault occurred on campus; advised the student to go to the local police with jurisdiction if the assault occurred off-campus and offered to arrange transportation through University Police and if available, accompaniment of a community victim advocate .

_____ Informed the student that the University has a disciplinary process for misconduct and that this process can be confidentially discussed with staff of Student Judicial Programs. Offered to facilitate such a meeting and explained that the student has the right to choose whether judicial charges are filed or not, except in cases where there is a significant threat or risk to the University community.

_____ Gave the student a copy of the Sexual Assault and Relationship Violence Resources sheet with written emergency numbers.

_____ Asked if the student had a safe place to go. If not, offered to call Residential Life at 410-455-3932 during normal working hours to arrange temporary safe housing on campus (residential students only.) If assistance is needed after normal working hours, offered to call University Police at 410-455-5555 to reach the Community Director on call. For commuter students, offered to call the Baltimore County Sexual Assault and Domestic Violence 24-Hour Hotline to arrange for off-campus shelter.

_____ If the victim identified the alleged assailant as a UMBC employee, reported alleged assailant information to the Office of Human Relations at 410-455-55745. If the victim identified child abuse or child sexual abuse, reported the matter to the local department of social services and contacted the Human Relations Manager within 24 hours for debriefing and next steps.

_____ Completed the Sexual Assault Incident Form and mailed it along with this checklist in a sealed envelope marked “Confidential” to Associate Vice President of Student Affairs Office – Commons 319 within 24 hours.

_____ Recognize that the Associate VP of Student Affairs will have a member of the Sexual Assault and Relationship Violence Response team contact you to provide additional guidance and support.

_____ If the victim is a student or non-affiliate, consulted with the Associate Vice President of Student Affairs; if the victim is a staff or faculty member, consulted with the Office of Human Relations.

IMPORTANT UNIVERSITY TELEPHONE CONTACTS:

University Police	410-455-5555
Student Judicial Programs	410-455-2453
University Counseling Services	410-455-2472
University Health Services	410-455-2542
VP of Student Affairs	410-455-2393
Women’s Center	410-455-2714
Office of Human Relations	410-455-1853
Community Director On-call	Call University Police 410-455-5555

LOCAL COMMUNITY RESOURCES:

Baltimore County Sexual Assault & Domestic Violence 24-Hr Hotline	410-828-6390
Turnaround, Inc.	Baltimore City 410-837-7000 Towson Office 410-377-8111 Rosedale Office 410-391-2396
Family & Children Services of Central MD	Baltimore County 410-281-1334
Child Protective Services	Baltimore County 410-853-3000 After Hours 410-583-9398
Mercy Hospital	SAFE Program 410-332-9499 Emergency Room 410-332-9477
GBMC	SAFE Program 443-849-3323 Emergency Room 443-849-2226

Residential Life

Sexual Assault and Relationship Violence Procedure Checklist

Instructions: The staff member working with the student reporting an assault should initial each item next to the procedure she/he completed and mail the completed form in a sealed envelope marked "Confidential" to the Associate Vice President of Student Affairs Office – Commons 319.

Residential Life Staff Member _____ Date _____

Community _____ Phone _____ Incident # _____
(to be completed by AVPSA)

The following actions have been taken by a member of Residential Life:

___ Assessed the victim's immediate safety and took reasonable steps to assist in alleviating further concerns for safety. Offered a private area to talk.

___ The responding staff member (RA or CD) informed the reporting student of the obligation to share information with the Community Director/Assistant Director.

___ Explained to the reporting student that a confidential sexual assault or domestic violence report will be filed with the Associate VP of Student Affairs Office and the University's Title IX coordinator.. Explained the reason for this report.

___ **If the assault occurred in the last 120 hours**, informed the student about the SAFE (Sexual Assault Forensic Examiner) programs in the area which include a medical evidentiary exam, emergency contraception, pregnancy and STD testing, physical and psychosocial assessment and expert witness testimony for the court system. **If the assault did not occur in the past 120 hours**, encouraged the student to go to University Health Services for medical advice and appropriate follow-up care. Offered to arrange transportation through University Police and if available, accompaniment by community advocate, to the hospital or UHS.

___ Encouraged student to consider taking advantage of counseling services available at University Counseling Services and offered to facilitate such a meeting. Also presented counseling options in the community and offered to facilitate a meeting.

___ Encouraged the student to consider filing a report with University Police if the reported assault occurred on campus; advised the student to go to the local police with jurisdiction if the assault occurred off-campus, and offered to arrange transportation and accompaniment by a community victim advocate, if available.

___ Informed the student that the University has a disciplinary process for misconduct and that this process can be confidentially discussed with staff of Student Judicial Programs, and offered to facilitate such a meeting. Explained that the student has the right to choose whether charges be filed or not, except in cases where there is threat or risk to the University Community.

____ Gave the student a copy of the sexual assault brochure and/or relationship violence brochure with written emergency numbers.

____ Asked if the student had a safe place to go. If not, assisted the student in finding temporary safe housing on campus or off campus by contacting the Baltimore County 24 Hour Sexual Assault and Domestic Violence Hotline.

____ If the victim identified the alleged assailant as a UMBC employee, reported alleged assailant information to the UMBC Office of Human Relations at 410-455-5745. If the victim identified child abuse or child sexual abuse, reported the matter to the local department of social services and contacted the Human Relations Manager within 24 hours for debriefing and next steps.

____ Completed the Sexual Assault Incident Form and mailed it along with this checklist in a sealed envelope marked "Confidential" to Associate Vice President of Student Affairs Office – Commons 319 within 24 hours.

____ Recognize that the Associate VP of Student Affairs will have a member of the Sexual Assault and Relationship Violence Response team contact you to provide additional guidance and support.

____ If the victim is a student or non-affiliate, consulted with the Associate Vice President of Student Affairs; if the victim is a staff or faculty member, consulted with the Office of Human Relations.

IMPORTANT UNIVERSITY TELEPHONE CONTACTS:

University Police	410-455-5555
Student Judicial Programs	410-455-2453
University Counseling Services	410-455-2472
University Health Services	410-455-2542
VP of Student Affairs	410-455-2393
Women's Center	410-455-2714
Office of Human Relations	410-455-1853
Community Director On-call	Call University Police 410-455-5555

LOCAL COMMUNITY RESOURCES:

Baltimore County 24 hr Sexual Assault & Domestic Violence Hotline	410-828-6390
Turnaround, Inc.	Baltimore City 410-837-7000
	Towson Office 410-377-8111
	Rosedale Office 410-391-2396
Family and Children Services of Central MD	Baltimore County 410-281-1334
Child Protective Services	Baltimore County 410-853-3000
	After Hours 410-583-9398
Mercy Hospital	SAFE Program 410-332-9499
	Emergency Room 410-332-9477
GBMC	SAFE Program 443-849-3323
	Emergency Room 443-849-2226

Voices Against Violence Program

Sexual Assault and Relationship Violence Incident Report Form

This form must be filled out for every contact, regardless of when or where the assault occurred, and sent to the Associate Vice President of Student Affairs (319 Commons) in a sealed envelope marked "Confidential." This form is intended to convey information needed to track the University response to the incident being reported, as well as to assess the danger the incident represents to the community at large.

Incident # (to be filled out by the UMBC Office of the VP of Student Affairs Staff) _____

Today's Date: _____ Reporter's Name _____

Reporter's Dept/Agency _____ Phone #: _____

Date of Incident: _____ Date of discussion with victim: _____

Victim INFORMATION

Victim Name: _____ (Unless report is being filed by UHS or UCS staff and is bound by confidentiality limits)

Please include the following information about the victim **if known (i.e. not required):**

Sex _____ Race _____ Age _____ Sexual Orientation: _____

Role on campus: Student _____ Faculty _____ Staff _____

Academic year (if student): _____

If the assault occurred on campus, provide the location:

If the assault occurred off-campus, provide the location:

Date and Timing of incident: _____ am/pm ___ Day ___ Evening ___ Night ___ Early Morning
___ Unknown ___ Multiple (describe) _____

Describe the Incident:

___ Forcible Sexual Assault

 ___ Forcible Rape

 ___ Forcible Sodomy

 ___ Sexual Assault with Object

 ___ Forcible Fondling

___ Non-Forcible Sexual Assault

 ___ Incest

 ___ Statutory Rape

 ___ Attempted Rape

 ___ Other (Please describe: _____)

___ Relationship Violence

 ___ Relationship Violence

 ___ Harassment

- Threats and/or Intimidation
- Violation of Protective Order
- Multiple Actions/Behaviors
- Other (Please describe: _____)

Other (describe, to include child abuse or child sexual abuse):

Alcohol Use: by victim by assailant Unknown

Drug Use: by victim voluntarily by victim unknowingly by assailant Unknown

Describe the kind of pressure or force used by the assailant:

- Verbal pressure or arguments
- Position of authority (boss, teacher, supervisor, etc.)
- Threat of physical force (threatened to hit, hold, or otherwise injure)
- Actually used physical force (hit, held down, twisted arm, etc.)
- Gave victim alcohol or drugs so victim was significantly incapacitated
- Weapon
- Other (describe): _____

Name of Alleged Assailant(s) if known: _____

Number of assailants: _____ Describe below:

Assailant 1: Name: _____

Sex _____ Race _____ Age _____ Height _____ Weight _____

Student _____ Faculty _____ Staff _____ No campus role _____ Unknown _____

Stranger _____ Relative _____ Friend _____ Acquaintance _____ Romantic partner _____

Other information: _____

Assailant 2: Name: _____

Sex _____ Race _____ Age _____ Height _____ Weight _____

Student _____ Faculty _____ Staff _____ No campus role _____ Unknown _____

Stranger _____ Relative _____ Friend _____ Acquaintance _____ Romantic partner _____

Other information: _____

Other departments or agencies the victim reported this assault to:

- | | |
|---|---|
| <input type="checkbox"/> Sexual Assault and Relationship Violence Response Team | <input type="checkbox"/> University Health Services |
| <input type="checkbox"/> Residential Life | <input type="checkbox"/> Campus Police |
| <input type="checkbox"/> Counseling Center | <input type="checkbox"/> Local Police |
| <input type="checkbox"/> Student Life | <input type="checkbox"/> Women's Center |
| <input type="checkbox"/> Faculty/Staff member | <input type="checkbox"/> Office of Human Relations |
| <input type="checkbox"/> Other: (describe) _____ | |

Additional comments:

Sexual Assault and Relationship Violence Resources

On Campus Resources:

Sexual Assault and Relationship Violence Response Team (SARVRT) Members

- Frank Caldwell, Residential Life 410-455-1215
- Lee Calizo, Ph.D. Student Life 410-455-1754
- Jeff Cullen, Ph.D., Student Judicial Programs 410-455-8755
- Davonya Hall, J.D., Student Judicial Programs 410-455-2453
- Kim Leisey, Ph.D., Associate Vice President of Student Affairs 410-455-2393
- Jennifer K. Lepus, University Health Services 410-455-3751
- Jess Myers, Women's Center 410-455-2714
- Bruce Perry, University Police 410-455-5555
- Alison Rohrbach, Health Education 410-455-1599
- Amy Sine, Residential Life 410-455-3932
- Patricia L. Wick, Ph.D., University Counseling Services 410-455-2472

UNIVERSITY COUNSELING SERVICES - Provides supportive counseling and referrals to additional community resources as needed or appropriate. 410-455-2472

UNIVERSITY POLICE - Provides 24 hour police services and resources, liaison with other agencies, court system, medical facilities and criminal investigations. 410-455-5555

WOMEN'S CENTER - Provides appropriate referrals to on and off campus services and houses a variety of literature and resources about sexual and relationship violence. 410-455-2714

UNIVERSITY HEALTH SERVICES - Provides general medical care, STD testing, free and anonymous HIV testing and pregnancy testing. 410-455-2542

University Title IX Coordinator: Stephanie Lazarus, Admin 902 410-455-5745

Campus Websites:

Voices Against Violence: <http://www.umbc.edu/uhs/vav/index.html>

Relationship Violence Awareness and Prevention website: <http://umbc.edu/rvap/>

Community Resources:

DOMESTIC VIOLENCE CENTER OF HOWARD COUNTY - Provides counseling, legal assistance and emergency shelter for victims of domestic violence.

5457 Twin Knolls Road, Suite 310

Columbia, Maryland 21045

Phone: 410-997-0304

24 Hour Hotline: 410-977-2272 / 1-800-752-0191

FAMILY CRISIS CENTER OF BALTIMORE COUNTY - Provides shelter and individual and group counseling for victims of domestic violence. Located in Southeastern Baltimore County.

Safe Shelter: 410-285-7496

Counseling Services: 410-285-4357

FAMILY & CHILDREN'S SERVICES of CENTRAL MD - Offers shelter services and support groups for victims.

7000 Security Boulevard, Suite 202

Baltimore, MD 21244

Phone: 410-281-1334

TURNAROUND, INC. - Offers shelter, support groups for domestic violence, rape and incest.

6229 North Charles Street

Baltimore, MD 21212

Phone: 410-377-8111

HOUSE OF RUTH - Shelter for victims and counseling for victims and perpetrators.

24-Hour Hotline: 410-889-RUTH

DOMESTIC ABUSE HELPLINE FOR MEN & WOMEN - Provides crisis intervention and support services to victims of intimate partner violence and their families.

24-Hour Crisis Hotline: 1-888-7HELPLINE

BALTIMORE COUNTY DOMESTIC VIOLENCE REFERRAL PROGRAM – Offers resources and referrals for victims of domestic violence and sexual assault.

24-Hour Crisis Hotline: 410-828-6390

HOWARD COUNTY HEALTH DEPARTMENT - Offers free STD testing for sexual assault victims.

7180 Columbia Gateway Drive

Columbia, MD 21046

Phone: 410-313-7500

MERCY HOSPITAL – Offers SAFE (Sexual Assault Forensic Examiner) Program for sexual assault victims.

301 Saint Paul Street

Baltimore, MD 21202

SAFE Program: 410-332-9499

Emergency Room: 410-332-9477

GREATER BALTIMORE MEDICAL CENTER (GBMC) – Offers SAFE (Sexual Assault Forensic Examiner) Program for sexual assault victims.

6701 North Charles Street

Baltimore, MD 21204

SAFE Program: 443-849-3323

Emergency Room: 443-849-2226

The following UMBC staff can contact a local cab company to transport a victim to GBMC or Mercy Hospital for a SAFE Exam. There will be no charge to the victim for this service.

- Jennifer K. Lepus, University Health Services (410) 455-3751
- Amy Sine, Residential Life (410) 455-3932
- Jess Myers, Women's Center (410) 455-2714
- Kim Leisey, Office of Vice President of Student Affairs (410) 455-2393