

## APPENDIX B: SEXUAL ASSAULT

1. Evaluate the need for medical attention. Do they have any visible signs of injuries, such as cuts, bruises, bleeding, or shock? If so, seek immediate medical assistance. Contact Campus Security at 757.233.8888.

Provide the following information:

- Your name
- Your exact location on campus
- Phone number
- Symptoms/problems
- Do not hang up until you are told to do so
- Remain calm

If necessary, call Virginia Beach Emergency Services (ambulance, fire, police, rescue) at 911.

**When calling from a campus telephone, press 9, wait for a dial tone, and then press 911.**

Provide the following information:

- Your name
- Your address - 5816 Wesleyan Drive, Virginia Beach, VA
- Your exact location on campus
- Phone number
- Symptoms/problems
- Do not hang up until you are told to do so
- Remain calm

2. Evaluate immediate safety and create a safety plan. Consider such factors as whether or not the victim is fearful of the abuser or afraid to return to the residence hall.
3. Evaluate the situation, but remember that the interview is “victim-driven,” in that they are allowed total charge over how much they are willing to share. Did the incident just occur? What type of assault occurred? This is important for several reasons. If the victim chooses to take legal action, there are some time limitations involved. The PERK (Physical Evidence Recovery Kit) has to be completed within 72 hours in order to collect viable DNA. Testing for detection of date rape drugs must occur within 12-24 hours of ingestion, and some become non-detectable in even less time.
4. Inform the victim about immediately available resources:

**OPTION 1:** Contact *RESPONSE*, the sexual assault support services 24-hour hotline, 757.622.4300. *RESPONSE* is a local organization that is available around the clock and can provide sexual assault advocacy, counseling, and information. *RESPONSE* has been contracted to provide assistance to any VWC student, faculty, and staff who has been sexually assaulted.

**OPTION 2:** Several on-campus professional staff are specially trained and available to respond to incidents involving sexual assault:

Marea Hyman, Assistant Director of Student Counseling Services	757.455.3131
Mary Cureton, R.N., Director of Health Services	757.455.3108
Carolyn Hughes, Assistant Dean of Students, Director of Residence Life	757.233.8709

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**OPTION 3:** The following individuals may be called upon to provide support, answer questions, discuss options, or simply listen if the student feels more comfortable speaking to one of them.

Bill Brown, Director of Student Counseling Services	757.455.5730
David Buckingham, Dean of Students	757.455.3212
Carolyn Hughes, Director of Residence Life	757.233.8709

**OPTION 4:** If the victim chooses to take legal action, they can file a sexual assault report with the Virginia Beach Police Department. The Sex Crimes Unit can be reached at 757.427.4101. The Police Department has the sole responsibility of ordering a PERK (Physical Evidence Recovery Kit). The victim should not wash his/her hands, take a shower, go to the bathroom, brush his/her teeth, or change clothes. If a clothes change is necessary, the clothes removed should be placed in a paper (not plastic) bag.

**OPTION 5:** A student may also wish to call the Victim's Assistance Program at 757.427.4401 which is located in the Office of the Commonwealth's Attorney, City of Virginia Beach Municipal Center. An attorney might also be able to offer guidance concerning additional legal options.

**OPTION 6:** A student may choose not to pursue legal action, but may choose to take action through the College Arbitration System. Contact Ms. Carolyn Hughes at 757.233.8709 to discuss the College's Community Arbitration System.

**OPTION 7:** The victim may decide not to do anything. For some victims, this can be the best decision they can make at the time.

5. Reassure the victim that everything they tell you is confidential, but that you do need to complete an Anonymous Sexual Assault Report form. The victim's name is not identified on that form, but the form is necessary to satisfy federal reporting requirements of crime statistics for college and universities. This report should be filed with the Assistant Director of Student Counseling Services within 24 hours. These forms are located around campus, in offices such as Student Counseling Services, Health Services, Campus Security, and Residential Life.
6. Remind the victim that it is not his or her fault. Encourage them to seek medical attention for the possibility of internal injuries, sexually transmitted diseases, and/or pregnancy. Encourage them to seek counseling through the *RESPONSE* Hotline at 757.622.4300, the *RESPONSE* office at 757.623.2115, or the VWC Student Counseling Services Office at 757.455.3131. All are confidential and free of charge, and counseling does help.
7. Most importantly, believe them! Only 2% of all reported sexual assaults are false.
8. After normal business hours (Monday through Friday, 8:30 a.m. - 4:30 p.m.), Campus Security 757.233.8888 can be of assistance in locating the individuals listed above or providing home or cell phone numbers.
9. Even if the victim does not choose to contact *RESPONSE* or utilize our Student Counseling Services, you as the responder may seek assistance or advice from these resources.