

## **Sexual Assault Investigation When On-Campus**

### **Purpose:**

To ensure a consistent approach when investigating reports of on-campus sexual assault.

### **Policy Statement:**

will handle all reports of on-campus sexual assault made by patients, students, employees or visitors in a consistent manner, including allowing the individual to make choices about post-assault care and police reporting.

### **Application:**

All reports of on-campus sexual assaults

### **Exceptions:**

### **Definitions:**

Senior Nurse Administrator (SNA) – The most senior Nursing leader on duty.

### **Procedure:**

(See Allegation of Sexual Assault flow chart below)

1. The first employee notified, either directly by the alleged victim or by a secondary party, will immediately contact his/her manager or shift supervisor.
  - 1.1. Notify appropriate personnel (see flow chart)
  - 1.2. Determine if the individual or his/her guardian desires:
    - 1.2.1. Forensic evidence collection
    - 1.2.2. Medical treatment; Provide STD prophylaxis
  - 1.3. Determine the best option for forensic evidence collection
  - 1.4. Immediately remove an alleged assailant from the alleged victim's immediate area.
  - 1.5. The incident will be investigated immediately. If the investigator is able to determine that the complaint has no merit, the employee who is alleged to be the assailant shall not be removed from work. If the investigator is unable to determine whether or not the complaint has merit at that time, then the employee who is alleged to be the assailant shall be placed on administrative leave pending further investigation by Human Resources. Placement on administrative leave is not an indication of determination of guilt.
2. The senior on-site nurse administrator or Incident Commander completes an incident report by the end of the shift in which the incident is reported.

### **Responsibility:**

All staff

### **Forms:**

Incident Report

## ALLEGATION OF SEXUAL ASSAULT

