

# Sexual Violence Disclosure Procedures

Office of Equity and Inclusion (OEI) Guidance for Mandatory Reporters

## Mandatory Reporter Responsibility

Report all acts of sexual violence to the Office of Equity and Inclusion.

### Sexual Violence

This includes Sexual Assault, Dating Violence, Stalking, Domestic Violence, and Sexual Harassment.

#### What is your role?

- Report the incident
- Listen and be supportive
- Check-in with the student

#### What is OEI's role?

- Investigate
- Provide assistance and support
- Make referrals to University and community resources

#### Be prepared for a disclosure if someone says...

"Something happened this weekend..."

"I don't want to get in trouble..."

"I don't want to get anyone in trouble..."

"I have a friend who..."

"This class is hard to go to now..."

#### A way to gently interrupt & inform...

I apologize. I need to stop you. I want you to know that I care about you and want to help you get the resources you need, but as a University faculty/staff member, I am required to report some details about certain situations to the Office of Equity and Inclusion, and I think you may be about to reveal something that I would need to share. Are you comfortable with proceeding?

#### If yes...

- Think ACTION (see information to the right)
- Contact the Office of Equity and Inclusion
- Share information about the VIP Center

#### If no...

- Let student know of confidential on-campus options:
  - Student Counseling Services (402.280.2735)
  - VIP Center (402.280.3794)
- Off-campus confidential resources:
  - The Women's Center for Advancement 24-hour Crisis Hotline (402.345.7273)
  - Catholic Charities Domestic Violence Crisis Hotline (402.558.5700)

## Report Acts of Sexual Violence to

Office of Equity and Inclusion (OEI)

402.280.3189 or [oei@creighton.edu](mailto:oei@creighton.edu)

[www.creighton.edu/oei](http://www.creighton.edu/oei)

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## Advocacy

Violence Intervention and Prevention (VIP) Center

402.280.3794 or [vipcenter@creighton.edu](mailto:vipcenter@creighton.edu)

- Confidential support after an incident of sexual violence
- Assistance with class absences or coursework extensions
- Assistance with housing
- Assistance with making a report at the University and in Douglas County
- Help with safety planning
- Assistance with filing protection orders

## Additional Campus Resources

Public Safety 402.280.2104

Student Life 402.280.2775

Campus Ministry 402.280.2779

## Think ACTION

**A**ttentive to the student—remain objective and calm, safety and privacy come first, listen

**C**ura Personalis—be compassionate, nonjudgmental, and caring

**T**rust your instincts—be present to the student, don't force the student to share information

**I**nform—ensure privacy, not confidentiality, report what you've learned to the Office of Equity and Inclusion

**O**ther campus resources—the VIP Center, Student Counseling Services, Student Health Services, and Public Safety

**N**ext steps—check-in with the student and share new information with the Office of Equity and Inclusion