



## Support and Report Resources

### Prohibited conduct

- **Sexual assault**
- **Sexual exploitation**
- **Partner or relationship violence** (including stalking)
- **Sex or gender-based discrimination** (including harassment)
- **Retaliation**
- **Complicity**

For more information, please read the **Policy on Sexual Misconduct/Violence and Sex/Gender Discrimination** in the Policy Library at [policy.vcu.edu](http://policy.vcu.edu), listed under Administration and Operations, Human Resources, and Education and Student Life.



Equity and Access Services

[equity.vcu.edu](http://equity.vcu.edu)

If someone tells you they have experienced prohibited conduct

### What to do

1. First offer them support. The person's health and safety should be your primary concern. If the person's safety is an immediate concern, contact VCUPD at (804) 828-1234 or call 911. Inform the student they may be contacted by a victim/witness officer.
2. Explain that you are a responsible employee and, in an effort to support a safe community, you are required to report the information they provide to the Title IX coordinator.
3. **Tear this card at the perforation.** Keep this half of the card for your reference and provide the other half to the person who has experienced prohibited conduct.
4. Report the incident in accordance with the Policy on Sexual Misconduct/Violence and Sex/Gender Discrimination and the options listed below.
5. If you have any questions about how to proceed after a conversation with someone who has experienced prohibited conduct, consult the Title IX coordinator by calling (804) 828-6404 or emailing [titleix@vcu.edu](mailto:titleix@vcu.edu).

### Who needs to report?

Any university employee who is not a confidential employee is a responsible employee and is therefore required to report prohibited conduct to Title IX Coordinator Laura Walsh Rugless.

### Reporting options

- Complete the Sexual Misconduct/Violence and Sex/Gender Discrimination Incident Reporting Form found at [equity.vcu.edu](http://equity.vcu.edu)
- Email [titleix@vcu.edu](mailto:titleix@vcu.edu)
- Call (804) 828-6404 *(continued on reverse)*

If you have experienced prohibited conduct

### What to do

A person who experiences an incident of Prohibited Conduct **should consider** the following immediate actions:

1. Contact VCUPD at (804) 828-1234 or call 911.
2. Seek medical attention.

#### On campus

- **University Student Health Services**  
Monroe Park Campus: (804) 828-8828  
MCV Campus: (804) 828-9220
- **VCU Health Forensic Nursing Office (PERK exams)**  
(804) 628-0623 (nonemergency, 24/7)  
1250 E. Marshall St., Richmond, VA

#### Off campus

- **St. Mary's Hospital (PERK exams)**  
(804) 281-8574 (nonemergency, 24/7)  
5801 Bremono Rd., Richmond, VA

3. Report the situation to the Title IX coordinator at any time by calling (804) 828-6404, emailing [titleix@vcu.edu](mailto:titleix@vcu.edu), or completing the Sexual Misconduct/Violence and Sex/Gender Discrimination Incident Reporting Form found at [equity.vcu.edu](http://equity.vcu.edu).

4. Contact University Counseling Services.
  - Monroe Park Campus: (804) 828-6200
  - MCV Campus: (804) 828-3964

5. If you need help deciding which option is best for you, contact an advocate:
  - VCU Wellness Resource Center: (804) 828-9355
  - Greater Richmond Regional Hotline: (804) 612-6126

- LGBTQ Partner Abuse and Sexual Assault Hotline: (866) 356-6998
6. Contact parents, friends or support persons.

### What to know

1. You set the pace.
2. You have the right to choose who you will speak to, what resources you will use, what you will say and when you will say it.
3. There are many resources available to help you, both on and off campus *(see reverse side)*
4. It is **your choice** whether to name the other person(s).
5. Your information will be kept **private** and only shared with those who "need to know." In some cases, this will include law enforcement and the commonwealth's attorney. We want to help ensure your well-being and the well-being of our community members.

You do not have to make any decisions immediately, but if there is any chance you might pursue a criminal investigation, it is important to preserve evidence.

**For sexual assault:** Please do not change or shower. If you do remove items of clothing, place them in a paper (not plastic) bag. If oral contact took place, try not to smoke, eat, drink or brush your teeth. Consider seeing a health care provider who will be able to check you for injuries, talk to you about possible pregnancy concerns and/or sexually transmitted infections, and collect evidence by completing a Physical Evidence Recovery Kit (PERK) exam.

TEAR  
→KEEP  
→GIVE

## On-campus resources

### VCU Police Department

(804) 828-1234 (emergency)  
(804) 828-1196 (nonemergency)  
You Have Options online portal:  
reportingoptions.org/vcu-pd

### Chief of Police, VCU Police Department

John Venuti (804) 690-8868 or javenuti@vcu.edu

### Title IX Coordinator

Laura Walsh Rugless (804) 828-6404  
or titleix@vcu.edu

### Deputy Title IX Coordinator for Investigations

Matthew Meneely (804) 827-8319

### Deputy Title IX Coordinator for Students

Tammi Slovinsky (804) 827-1963

### Deputy Title IX Coordinator for Employees

Cathleen C. Burke (804) 828-3248

### Deputy Title IX Coordinator for Athletics

Sofia A. Hiort-Wright (804) 828-2184



## Confidential on-campus resources

### For students:

#### University Counseling Services

Monroe Park Campus (804) 828-6200  
MCV Campus (804) 828-3964

#### VCU Wellness Resource Center

(804) 828-9355  
myoptions@vcu.edu

### For employees:

#### Employee Assistance Program

(855) 223-9277

## Off-campus resources

### Richmond Police Department

911 (emergency)  
(804) 646-5100 (nonemergency)

### Greater Richmond Regional Hotline (YWCA, Safe Harbor, Hanover Safe Place)

(804) 612-6126 (24/7)

### LGBTQ Partner Abuse and Sexual Assault Hotline

(866) 356-6998 (24/7)  
Text: (804) 793-9999  
Chat: vsdvalliance.org

TEAR ◀ GIVE ▶ KEEP

In case of an emergency, contact:

### VCU Police Department (804) 828-1234 (24/7)

### Chief of Police, VCU Police Department

John Venuti (804) 690-8868 or javenuti@vcu.edu

### The confidential employees at VCU are:

- Any employee who is a licensed medical, clinical or mental health professional, when acting in his or her professional role in the provision of services to a patient who is a student.
- Any employee providing administrative, operational and/or related support for such health care providers in their performance of such services or providing individual intake, advocacy and referrals to clinical and counseling services.
- Offices that this applies to at VCU include University Counseling Services, University Student Health Services and the Wellness Resource Center.

If you have questions about whether to report, contact the Title IX coordinator.

### VCU Wellness Resource Center

(804) 828-9355

### University Counseling Services

Monroe Park Campus: (804) 828-6200  
MCV Campus: (804) 828-3964

## Why do I need to report?

- To provide the complainant with access to all available resources and information for them to make decisions.
- To help safeguard the well-being of the complainant and the well-being of our community members.

- To help the university stop prohibited conduct, remedy its effects and prevent its recurrence.

## What to say

- There are many resources available to you, both on and off campus, some of which are strictly confidential.
- To help ensure your well-being and the well-being of our community members, I am required to report the information you provide to the Title IX coordinator. The Title IX staff is available to meet with you to direct you to resources and explain your options should you want the university to take action. However, you have the right to choose who you speak with and what resources you use.
- The university is required to provide certain crime statistics and reports of sexual violence to VCU Police and local law enforcement. However, you have the right to participate or decline to participate in any criminal investigations.

## Prohibition Against Retaliation

VCU supports an environment free from retaliation. Retaliation against any individual who brings forth a good faith concern, asks a clarifying question or participates in an investigation is prohibited. Actions in response to a good-faith report or response under this policy are considered retaliatory if they have a materially adverse effect on the working, academic or VCU-controlled living environment of an individual; or if they hinder or prevent the individual from effectively carrying out his or her VCU responsibilities.