



Support and Report Resources

Prohibited conduct

- Sexual assault
- Sexual exploitation
- Dating or domestic violence
- Stalking
- Sexual harassment
- Retaliation

For more information, please visit equity.vcu.edu/title-ix.

Definitions of prohibited conduct and resolution options are described in the Title IX Sexual Harassment Policy and the Sex-Based Misconduct Policy.



VCU

Equity and Access Services

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 person 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 to the Title IX office using the reporting form at equity.vcu.edu/title-ix/ reporting.
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) 828-1347 or emailing 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 the Title IX coordinator.

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

Reporting options

- Complete the Title IX Incident Reporting Form at equity.vcu.edu
- Email titleix@vcu.edu
- Call (804) 828-1347 *(continued on reverse)*

In case of an emergency, contact:

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

If you have experienced prohibited conduct

What to do

A person who experiences an incident of prohibited conduct **may** consider the following immediate actions:

1. Contact VCUPD at (804) 828-1234 or call 911.
2. Seek medical attention.
 - On campus**
 - **VCU Health Forensic Nursing Office (PERK exams)**
(804) 628-0623 (nonemergency, **24/7**)
1250 E. Marshall St., Richmond, VA
 - **University Student Health Services**
Monroe Park Campus: (804) 828-8828
MCV Campus: (804) 828-9220
 - Off campus**
 - **St. Mary's Hospital (PERK exams)**
(804) 281-8574 (nonemergency, **24/7**) 5801 Bremono Rd., Richmond, VA
3. Report the situation by completing the **Title IX Incident Reporting Form** at equity.vcu.edu, calling (804) 828-1347 or emailing titleix@vcu.edu.
4. Contact University Counseling Services for confidential support.
 - Monroe Park Campus: (804) 828-6200
 - MCV Campus: (804) 828-3964
5. If you need help deciding which option is best for you, contact a confidential victim advocate.
 - VCU Advocacy Services:
(804) 828-6200
myoptions@vcu.edu
6. Contact family, friends or others for support.

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.

To preserve evidence of a 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 HERE TO KEEP THIS CARD

On-campus resources

VCU Police Department

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

Title IX Coordinator and Director of Outreach and Support

Malorie J. Yeaman
(804) 827-1347 or titleix@vcu.edu

Deputy Title IX Coordinator for Employees

Ishneila Moore (Human Resources)
(804) 539-6253

Deputy Title IX Coordinator for Athletics

Sofia A. Hiort-Wright, Ph.D. (Athletics)
(804) 828-2184

For more information, please review the resources available online at equity.vcu.edu/title-ix.

Definitions of prohibited conduct and resolution options are described in the Title IX Sexual Harassment Policy and the Sex-Based Misconduct Policy.

Confidential on-campus resources

For students:

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

Advocacy Services

(804) 828-6200
myoptions@vcu.edu

For employees:

hr.vcu.edu/current-employees/employee-relations/counseling-referrals

Off-campus resources

All of the following off-campus resources are available 24/7.

Richmond Police Department

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

Greater Richmond Regional Hotline (YWCA, Safe Harbor, Hanover Safe Place, etc.) (804) 612-6126

LGBTQ Partner Abuse and Sexual Assault Helpline

(866) 356-6998
Text: (804) 793-9999
Chat: vadata.org/chat

Virginia Statewide Hotline

(800) 838-8238

updated 7/23

VCU is an equal opportunity/affirmative action institution. 006732-01

TEAR *GIVE *KEEP

A confidential employee at VCU is:

- Any employee who is a licensed medical, clinical or mental health professional, when acting in their 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.
- At VCU, this designation applies to University Counseling Services, Advocacy Services and University Student Health Services.

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

University Counseling Services

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

Advocacy Services

(804) 828-6200
myoptions@vcu.edu

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. Any materially adverse action taken against an individual for reporting an alleged violation of the policy, filing a formal complaint, participating in an investigation, or assisting in an investigation may be considered retaliation.

Any allegation of retaliation will be viewed as a separate offense and investigated accordingly. Retaliation does not include good faith actions or the exercise of rights protected under the First Amendment.