SEXUAL ASSAULT RESPONSE FOR MANDATED REPORTERS

“It is the responsibility of the entire university community to foster a safe, healthy and nondiscriminatory learning, living and working environment that is free from sex discrimination of any kind.” Policy 162.7.1

OVERVIEW OF MANDATED REPORTERS

All NDSU employees who observe or receive a report of any form of sexual misconduct must notify the Title IX Coordinator or the Equity Office (NDSU Policy 162.7). This document is intended to act as a guide to help mandatory reporters talk with a student who may have experienced violence. It is important to remember that every situation and student is different. A student who chooses to talk with you about their experience is doing so because you are someone they trust to listen and be caring and supportive.

DUCTS of responding to disclosure of interpersonal violence

• Don’t promise confidentiality or anonymity.
  • Explain that you must report to Title IX but you will not disclose information to colleagues, other students, etc.
• Don’t make statements or ask questions that blame the student for the assault (ex. questioning what the student was wearing, if they had been drinking, etc.)
• Don’t investigate the situation on your own. Equity Office staff and/or the Sexual Assault Prevention and Advocacy Coordinator can help a student understand their rights and determine if they want to pursue an investigation.
• Don’t take control, even if you think you know what’s best.
• Don’t contact law enforcement without the student’s permission.

MUST DO’S of responding to disclosure of interpersonal violence

• Explain your reporting obligations through Title IX to the student.
• Refer the student to campus resources like the Sexual Assault Prevention and Advocacy Coordinator and the Counseling Center. Additional campus and community resources are listed.
• Submit your completed report to Title IX within three business days at www.ndsu.edu/equity/forms.

DO’S of responding to disclosure of interpersonal violence

• Listen with empathy. Stay calm, nonjudgmental and supportive.
• Remember this student trusted you to tell you about a traumatic event in their life.
• Refer to relevant resources.
• Help the survivor explore options. Support and respect their decisions.
• Remember the student trusted you to be supportive during a difficult time. Connect the student with Sexual Assault Prevention and Advocacy so the student may discuss options and resources.

NDSU does not discriminate in its programs and activities on the basis of age, color, gender expression/identity, genetic information, marital status, national origin, participation in lawful off campus activity, physical or mental disability, pregnancy, public assistance status, race, religion, sex, sexual orientation, spousal relationship to current employee, or veteran status, as applicable. Direct inquiries to: Vice Provost, Title IX/ADA Coordinator, Old Main 201, 701-231-7708, ndsu.eoaa@ndsu.edu.
RESPONDING TO A DISCLOSURE – STEP-BY-STEP GUIDE

• Move to a private, calm, safe location that is comfortable for the student.
• Explain confidentiality.
  • Explain to the student that as an NDSU employee you are a mandatory reporter. This
    means you are required to report the information to the Equity/Title IX office. A staff
    member for Equity/Title IX will reach out to the student via phone or email in the next
    few days. Remind the student that just because the information is reported to Equity/
    Title IX does NOT mean the student has to go through an investigation.
  • Let the student know that information shared with you will not be shared with other
    students or staff by you or by Title IX.
• Listen to the student in a nonjudgmental way.
  • Give the student the opportunity to speak in their own way at a pace that is comfortable
    to them.
  • Do not pressure or confuse the student with too many questions.
• The primary concern is the student’s emotional state.
• Assess the immediate needs of the student including physical well-being and safety.
  • Medical attention
    • A Sexual Assault Forensic Exam (SAFE Kit) may be performed up to 96 hours
      following a sexual assault. In Fargo, a Sexual Assault Nurse Examiner (SANE) may
      perform a SAFE Kit at either the Sanford or Essentia emergency rooms.
    • Students also may seek medical attention from Student Health Service or their
      primary care provider.
  • Do not contact law enforcement without the student’s permission.
  • Refer to relevant resources.
• Submit your report to Title IX within three business days at www.ndsu.edu/equity/forms.
  • optional Follow up with the student in a few days or weeks.

Helpful Phrases to Remember

I believe you. // This was not your fault. // I am here to listen. //
You can tell me as much or as little as you would like. //
Thank you for trusting me. // What can I do to help? //
Thank you for telling me. // You are not alone. //

NDSU CONFIDENTIAL RESOURCES
Sexual Assault Prevention and Advocacy
Wallman Wellness Center 102 • 701-231-7331
ndsu.edu/studenthealthservice/sapa

Student Health Service
Wallman Wellness Center 102 • 701-231-7331
ndsu.edu/studenthealthservice

Counseling Center
Ceres Hall 212 • 701-231-7671 (available 24-7)
ndsu.edu/counseling

NDSU CAMPUS RESOURCES
Equity/Title IX
Old Main 201 • 701-231-7708
ndsu.eoaa@ndsu.edu • ndsu.edu/equity

University Police
1523 12th Ave N • 701-231-8988
ndsu.edu/police_safety/universitypolice

Disability Services
Main Library lower level 17
701-231-8463 • ndsu.disability.services@ndsu.edu
ndsu.edu/disabilityservices

Dean of Students Office
Old Main 100 • 701-231-7701
ndsu.edu/deanofstudents

Office of the Ombuds
*Graduate students/faculty
Main Library 20C • 701-231-5114
ndsu.edu/ombud

Career and Advising Center
Ceres Hall 306 • 701-231-7111 • ndsu.cac@ndsu.edu
career-advising.ndsu.edu

Fraternity and Sorority Life
Student Activities Office-Memorial Union
701-231-8565 • ndsugreek.com

OFF-CAMPUS RESOURCES
Rape and Abuse Crisis Center
317 8th St N
800-344-7273 or 701-293-7273 (available 24-7)
info@raccfm.com • raccfm.com

Cass County Public Health
1240 25th St S • 701-241-1360
fargond.gov/city-government/departments/
fargo-cass-public-health