



EMORY
UNIVERSITY

**Student Health
and Counseling Services**

Aline Jesus Rafi
Coordinator of Sexual Assault Prevention Education and Response
Office of Health Education and Promotion
(404)727-1514

Sexual Assault Response Guide

For Emory University Faculty & Staff



Dear Community Member,

Attached you will find resources to assist you in responding to a student's report of sexual assault. You will have also received *Student Support & Resource Guides* to give to a student who comes to talk about an instance of sexual assault that he/she or one of his/her friends has experienced. Sexual assault is an issue that students from all schools in the University struggle with, although it may often go unreported. In the event that a student is disclosing his/her experience of sexual assault with you, please know that you are in a special position to act as a resource, giving both support and referral information. You have been provided with this packet so that you will be able to act as a helpful resource in a student's time of need.

This packet includes:

- Conversational tools for talking with someone who has been sexually assaulted
- A guide to help you in the response and referral process
- A guide to the student's rights and options in getting medical care, academic advocacy, ongoing emotional support, and ensuring on-campus safety
- A list of contact information for relevant Campus Life departments

As an Emory University community member, you have the support and resources of the Coordinator of Sexual Assault Prevention Education & Response to assist you with any personal and/or student concerns. If you need help at any time during the Sexual Assault Response process, do not hesitate to contact Aline Jesus Rafi at 404-727-1514 or at arafi@emory.edu. We appreciate the important role you take in helping to make Emory University a comfortable and safe place where our students can live to their fullest potential.

Sincerely,

Aline Jesus Rafi
Coordinator of Sexual Assault Prevention Education & Response
Student Health & Counseling Services

In order to maintain compliance with the federal Clery Act, please contact Emory Police Department for a Campus Security Authority Incident Report Form.

Sexual Assault Response Guidelines

I. Information Gathering

- Review issues of privacy protection and respondent's obligation to make an anonymous report to Emory Police Department if the incident happened on campus
- When and where did the assault occur?
- Was the assailant an acquaintance or unknown? If acquaintance, was it a fellow Emory student or another member of the Emory community?
- Does the student feel safe? Is s/he fearful s/he might see this person again? Are there any concerns about possible repercussions of disclosure?
- Who else has the student told?

II. Responding to the Student

- Affirm the student for making the decision to reach out to someone
- Reassure the student that there are many resources available
- Identify student's primary areas of concern (e.g., confidentiality, others' disbelief, health risks)
- Provide the student with the "Student Resource Guide" and review it together

III. Enlist an Ally/Support Person

- Is there anyone the student would like to be with her/him now?
- Encourage the student to identify a supportive friend to accompany her/him to any subsequent appointments
- Educate the resistant student about the importance of seeking support from others
- Educate the student about common feelings of self-blame, fear of being disbelieved, feelings of shame—the validation/support of a friend can be helpful in countering these feelings

IV. Determine Appropriate Medical Referral

- Was the assault within the past 72 hours? If it was, the student has the option to obtain a medical exam for the purpose of evidence collection
- Does the student want evidence collected to allow for the option of legal action? The student does not have to decide about legal action at this time
- If the student does not wish to have evidence collected, follow-up care can be pursued free-of-charge at Student Health Services (*Note: the student will incur costs for laboratory tests and medications*)
- Review options and determine student's preferences for medical follow-up, contacting Emory Police Department, and/or change in residence

V. Consultation with Coordinator of Sexual Assault Prevention Education and Response

- Aline Jesus Rafi can be reached during office hours at (404) 727-1514 or by e-mail at arafi@emory.edu
- If Aline is unavailable, contact the mental health consultant on-call. During business hours, call the Student Counseling Center at 404-727-7450. After hours, page the Campus Life Professional at 404-280-7073 and ask him/her to help you reach the mental health consultant on-call.
- Review student's report, emotional state, ability to enlist an ally, and medical information
- Provide resources so that the student can schedule a follow-up appointment with Aline Jesus Rafi
- Complete the Campus Security Incident Report form if the assault happened on campus

Supporting a Student Who Has Been Sexually Assaulted

- **S/he may be worried about being disbelieved.** It is important to reassure her/him that you do believe her/his disclosure of sexual assault. This can be difficult for women because they tend to respond with disbelief to lessen their own feelings of vulnerability to assault. Also, keep in mind that sexual assault can occur regardless of gender or sexual orientation.
- **S/he may be worried that the assault was her/his fault and that s/he is to be blamed.** Try to help the student explain why s/he believes it is her/his fault; you may need to respond with understanding that s/he wishes there was something s/he could have done to prevent the assault. S/he may also be reassured to hear that no one ever deserves to be assaulted; however, s/he may take little comfort in that if s/he is using self-blame to regain feelings of control over personal safety.
- **The reported assailant may be someone you know.** Eighty to ninety percent of sexual assaults on a college campus are committed by acquaintances. If you know the person, you may struggle with your own feelings of disbelief that s/he could be capable of such behavior. However, false reports of sexual assault are very rare.
- **A friend may be immensely helped by your accompanying her/him to appointments.** This may entail an Emergency Department visit or next day appointment at Student Health Services. S/he should also schedule an appointment with Aline Jesus Rafi, Coordinator of Sexual Assault Prevention Education and Response. Ask if a friend can be helpful by accompanying her/him.
- **Individuals' coping strategies can vary.** Some find talking about the assault helpful and others do not. You may want to let the student know that you are available to her/him at anytime s/he may want to talk about the experience. Even if s/he chooses not to discuss it is helpful to check in with her/him. It is important to acknowledge that this is a stressful time for her/him.
- **There are psychological and medical risks that may follow untreated sexual assault.** Many students attempt to minimize or deny their experience. This approach may make them unwilling to get necessary medical and emotional care. If the student is unwilling to follow-up with medical evaluation and counseling, be as persuasive as possible and try to help her/him keep her/his appointments
- **You may have your own questions and concerns.** Please feel free to contact Aline Jesus Rafi, Coordinator of Sexual Assault Prevention Education and Response, at (404) 727-1514, via email at arafi@emory.edu or through the Patient Portal online appointment scheduling online service.

What to Say to a Traumatized Person

First, prepare a comfortable environment that is:

- Safe—away from people who resemble perpetrator, with companion if desired, physical comfort is addressed (offer water, comfortable chair, tissues), exit path is clear
- Quiet—turn off radio, TV, office machines, possibly turn down lighting
- Private—shut the door (or leave slightly ajar), talk to the student alone (BUT don't separate her/him from support: "I'd like just the two of us to talk briefly. Is it ok if your friend waits in the hall for a few minutes?").

Things to say:

- "Thanks for coming in (*or* telling me *or* calling)."
- "Take your time."
- "Tell me about it." *or* "What happened?"
- "You are safe here."
- "When something painful happens, people shouldn't have to carry it alone."
- "You have a right to all of your feelings."
- "Maybe you made some mistakes. That's for you to decide. But you didn't ask to be violated."
- "Whatever you did to get through it was the right thing to do."
- "You have already survived."
- "What else is on your mind that you would like to say?"
- "I'm glad you told me."
- "Thanks for coming in (*or* telling me *or* calling)."

Things to do:

- Open your posture: uncross arms, put hands in lap, uncross knees, keep legs close together, make eye contact without staring. Avoid talking across a desk.
- Give options, not advice. Explain advantages and disadvantages of each option.
- Focus on choices that must be made first. It can be overwhelming to consider the implications all at once: police intervention, medical care, whom to tell, work and school arrangements, psychotherapy, effects on personal relationships, support groups, changing the locks, where the perpetrator is now, what he or she might do next, etc., etc. Some things can wait. Immediate threats to health and safety come first.
- Give written information and referrals. The person may be too dazed to remember the conversation.
- Take care of yourself: meditate, exercise, journal, talk to supervisor (maintain confidentiality).

Things not to do:

- Do not suggest that the student have any future contact with the perpetrator. If possible, strategize about how to minimize contact. Mediation is not an option, since the two parties are not peers.
- Do not insist that the student utilize any particular option, such as police notification, no matter how strongly you think it would be the right thing to do.
- Do not threaten violence or other retaliation against the perpetrator.
- Do not touch the student without her/his permission, not even to give him/her a hug or reassuring pat.
- Don't let the conversation go on indefinitely. Work patiently toward determining the next steps.

- Do not offer shower, fresh clothes, or food (in case of oral assault or possible need for surgery) if the student is going to have a medical examination within the next few hours.
- Do not provide health care, even Advil or a Band-Aid, unless you are a medical professional.
- Do not disclose your own history of being victimized. There is a time and place to speak out, but right now the focus is on the person you are assisting. When a person is in crisis, she or he often tries to take care of others, which deflects attention from the immediate problem.
- Do not make decisions that the student can make for herself/himself.

Common immediate reactions to trauma:

These reactions may seem illogical to others, but they have their own logic in protecting the person's body and psyche.

- Guilt, often presented as ethical self-criticism ("I should have left with everyone else; I shouldn't have had that much to drink"); rather than as feeling ("I feel betrayed, embarrassed that I drank that much").
- Dazed, shut- down look; staring at objects or body, lack of eye contact
- "Inward" posture (hold arms & legs close to body)
- Fluctuations in physical presentation such as posture, facial expression, eye contact
- Difficulty recalling events, changes in the story of the incident
- Displaced feelings (angry at friend, submissive toward health care provider)
- Protecting perpetrator ("I don't want to get my friend in trouble." "I was beating on his chest and saying 'no,' but I guess he didn't hear me.")
- Denial of impact of the event ("I'm fine")
- Jumpy, easily startled

What to Say When You Don't Know What to Say

Phrases which encourage self-expression:

- Tell me about it.
- I see. . . Well. . . Uh huh. . .
- I'm sensing that there may be more to your statement than I understand. Can you tell me that in a different way?
- Let me see if I understand fully what the facts are and how you're feeling about it (then paraphrase what s/he's said).
- Let me summarize what you've said so far and you can tell me if I got it right.
- You've experienced something traumatic and you seem depressed. Have you discussed this with someone before? Do you ever think about talking to a counselor?

Be comfortable with silence:

- I am comfortable with silence. Often there are long periods of silence in this type of conversation, so don't be surprised if you are quiet for a few moments.
- I am happy to just listen, or I can answer questions, or I can help you sort through some things. It's up to you.
- Take your time.

Helping in Decision Making:

- What do YOU want to do?
- How do you feel about that?
- What do you think would happen if you did that?
- What have you tried/thought of so far?
- What does that mean to you?
- Do you want to do _____?
- It seems to me that you have several ideas about what would help.
- It sounds as though you're having trouble deciding whether or not to report the incident. What are your thoughts?

Other things to say when you don't know what to say:

- Sounds like you really had a tough time.
- Although I cannot exactly understand your feelings, I can understand how upset/angry you must be.
- It would be really hard to sleep after something like that.
- What else happened?
- It takes time to get over such difficult feelings.
- You really handled the situation well – calling the police, coming to me, talking to a friend, going to the hospital, etc.
- Is your mother/roommate/partner calming you down? (*If not*) It must be hard for you to be upset and then for him/her/them to be upset too.
- It must be really hard when your family/friends/partner doesn't seem to understand how you feel.
- Tell me more.

Student Support Options

If you have experienced sexual assault (including unwanted sexual contact), you have options regarding

- Medical care
- Support services
- Reporting to legal authorities and/or the Office of Student Conduct
- Housing relocation
- Academic advocacy

Medical care is the first decision you need to consider because it will influence the type of exam necessary and where you will receive your medical care.

Emergency Medical Care and/or Evidence Collection

- If you think there is even a remote possibility that you will pursue legal prosecution **and** the incident occurred within the past 72 hours, we recommend that you go to the Emergency Department at DeKalb Medical Center. **You also have the choice to go to Emory University Hospital**; however, DeKalb Medical Center has the most technologically advanced evidence collection capabilities, staff that specialize in medical evaluation of sexual assault cases, and the option of meeting with an advocate from the DeKalb Rape Crisis Center. Do not shower, change clothes, or douche before going to the hospital. The advocate can meet you at the Emergency Department and support you through the exam process and provide any additional support you may need through the legal system. The evidence collected will remain in storage should you decide to pursue prosecution. ***Choosing to have evidence collected does not obligate you to press charges, and the DeKalb Police Department may subsidize some of the cost of the exam.***
- If you have any physical discomfort, suspected injuries, pain, bleeding or soreness, unusual discharge, cuts, or sores, it is highly recommended that you receive initial medical evaluation at DeKalb Medical Center. Even if you do not desire evidence collection, their expertise will help you to receive the optimal level of care for your condition.
- If you want testing for evidence of "date rape" drugs, **and** the assault occurred *within* the past 12 hours, you should go to DeKalb Medical Center. Most drugs cannot be detected *after* 12 hours.

Please note: you will incur costs for medical care received at DeKalb Medical Center. To ensure confidentiality in billing, you may choose not to give your insurance information when you fill out the admission paperwork. Additionally, you may provide your on-campus address if you do not want the bill to be sent to your home address.

- **Transportation**

- DeKalb Medical Center is located at 2701 North Decatur Road, Decatur, GA, 30033 (for directions call 404-501-2787).
- *Getting to/from DeKalb Medical Center:*
 - **MARTA** (fare \$1.75 one way): Take Kensington Blue Flyer (route 245) from Clifton Rd. at Uppergate Dr. DeKalb Medical Center is located at North Decatur Rd and Winn Way.
 - **Taxi:** Checker Cab Company (404-351-1111)

Non-Emergency Medical Care & Follow-Up Treatment

- You also have the choice of receiving same day/next day care at Emory University Student Health Services (EUSHS). Even if you are certain that you do not want evidence collection, you still need preventive medical treatment. At Emory Student Health Services, you will not be seen for an examination that can be used as evidence, but you may choose to start your medical treatment there. Your medical care may include optional treatment for the prevention of sexually transmitted infections, HIV, **and/or** pregnancy. Pregnancy prevention is most effective if the assault occurred within the past 72 hours. Medical treatment may also include follow-up STI testing at 3 and 6 months after the assault. A provider at EUSHS may still recommend that you go to the Emergency Room either at DeKalb or Emory, particularly if there are injuries or other health concerns that require specialized testing. To make an appointment at EUSHS, you may:
 - Call 727-7551, ext. 1
 - Go on-line to studenthealth.emory.edu to access your patient portal
 - Walk in during business hours. Although there might be a wait, you will be seen
- After your first visit at DeKalb Medical Center or Emory University Hospital, Emory Student Health Services is available to provide you with follow-up care. We recommend this appointment occur within 1-2 weeks of your initial appointment.
- *Students will incur charges for any necessary laboratory tests and/or medications ordered at Student Health Services.* If you have privacy concerns, you may prefer not to have these charges billed to your health insurance, particularly if those bills are sent to your home address. Medical care at Student Health Services may be paid for directly by the student; however, if you set up a payment plan, it will go on your bursar bill, which for many students is sent to their home address.
- Bills and statements are billed to the address provided to Student Health Services. If your insurance is being billed, however, Student Health Services has no control over where the insurance company sends its explanation of benefits.

If you want total confidentiality, you can:

1. Provide payment in full at the time of your visit
2. Verify at the check out desk that Student Health Services has your preferred mailing address on file

3. Specifically ask the check out clerk to provide you with a statement showing the .00 balance and to note on the account "Do not bill this date of service to insurance."

Long-Term and Non-Medical Support Options

The Coordinator of Sexual Assault Prevention Education & Response is dedicated to providing you with necessary information, confidential guidance, and support during this difficult process. This service, which is part of Student Health and Counseling Services, is located at 1525 Clifton Road, office 103-D. To schedule a free and confidential consultation, please contact Aline Jesus Rafi at 404-727-1514.

Reporting to Legal Authorities

- You may want to report this assault to law enforcement authorities. Depending on the location of the incident, the Emory Police Department or the DeKalb County Police will assist you. You can initiate a report by calling the Emory Police Department, which will contact the appropriate authorities if the assault occurred outside their jurisdiction. Your report **will not** obligate you to follow through with legal action.
- *Confidentiality and Privacy will be maintained to the maximum extent permitted by applicable law. **Any incident of sexual assault involving a minor (a person under the age of 18 in Georgia), shall be reported to the Emory Police Department.** The Emory Police department shall contact any other necessary authorities (DFCS, appropriate law enforcement agency, etc.) If the survivor is a minor, the appropriate representative of Campus Life will also be notified so s/he can inform the survivor's family of the assault.*

Filing a Report with the Office of Student Conduct

- You have the option to report this incident to the Office of Student Conduct if the reported assailant is an Emory student. If you do so, a professional in Campus Life will be assigned to investigate your case. In cooperation with Student Conduct, you may determine your participation level.

Receiving Emotional Support

- Many students attempt to minimize or deny their experience. This approach may make them unwilling to get necessary medical and emotional care. If you have been affected by sexual assault, please remember that Student Health & Counseling Services has free and confidential services that are designed to help you process the event and work toward recovery.
- Sharing your experience with a trusted friend or fellow student (e.g., peer counselor) can provide you with important emotional support. You may find that someone has had a similar experience and that

- you are not alone. However, if you do not receive the validation and support that you deserve, seek professional guidance.
- Counseling is an essential component of self-care after an unwanted sexual experience. You are encouraged to pursue help through any of the campus and/or community resources, such as the Student Counseling Center. At Student Health Services, you can see a health care provider to discuss the option of medication to help you sleep or to manage anxiety or stress associated with the assault.
- You also have the option of meeting with Aline Jesus Rafi for a confidential consultation to learn about your options during this time and how the Coordinator of Sexual Assault Prevention Education & Response can be available to assist you.

Preventing Future Contact with the Reported Offender

- If you live on campus, you have the option of changing your residence. The Office of Residence Life and Housing is available to assist you in this process.
- If the reported offender is in any of your classes, you can receive help through Academic Advising in the Office of Undergraduate Education or the Dean of your school.

Support Resources

On Campus Resources:

Aline Jesus Rafi, Sexual Assault Prevention Education and Response	(404) 727-1514
Emory Police Department	(404) 727-6111
Office of Student Conduct	(404) 727-4079
Student Health and Counseling Services	(404) 727-7551
Student Counseling Center	(404) 727-7450
Emory University Hospital	(404) 712-7021
Center for Women at Emory	(404) 727-2000
Office of the Chaplain	(404) 727-6226
Office of Residence Life and Housing	(404) 727-4144
Help Line (confidential, student staffed)	(404) 727-HELP
available 9pm-1am	(404) 727-4357
Office of LGBT Life	(404) 727-0272

Off Campus Resources:

DeKalb Rape Crisis Center	
24 hour confidential crisis line	(404) 377-1428
free counseling service	(404) 377-1429
DeKalb Medical Center Emergency Department	
ask to speak with a Physician's Assistant	(404) 501-5350