

Sexual Assault Forensic Examination (SAFE) Commission

Doddridge County Service Plan

Local Board/SART Overview

To meet SAFE Commission standards, Doddridge County has formalized a coordinated response through the creation of a Sexual Assault Response Team (SART) serving as the local board, convened specifically to meet the SAFE Commission's guidelines. Members of this local coordinated response collaboration include:

- Doddridge County Prosecuting Attorney's Office
- Doddridge County Sheriff's Department
- West Virginia State Police
- HOPE, Inc.
- Doddridge County Ambulance Authority
- West Virginia Department of Health and Human Resources
- Probation
- Hero's Haven Child Advocacy Center

The local board/SART meets/plans to meet monthly with the intent to:

- X Share information and resources
- X Identify gaps in the service delivery system
- X Increase awareness on issues of sexual assault and stalking in the community
- X Increase victim and community safety
- X Develop professional relationships and an understanding of varying roles and responsibilities of first responders
- X Develop, implement, and review county protocol to meet legislative requirements of the SAFE Commission

ADVOCACY PROTOCOL

The following services exist in our county:

- X 24/7 advocacy, support, and accompaniment during the medical forensic exam, law enforcement investigations and court proceedings
- X Information for victims about reporting/not reporting to law enforcement
- X Crisis intervention and/or emotional support to victims and their families
- X Referrals and coordinated services with other agencies
- X Support for victims through the criminal justice system
- X Replacement clothing for victims after medical forensic exams, if needed
- X Protection of victim privacy and confidentiality

Advocacy services are provided by HOPE, Inc.

Any first responder receiving a request for advocacy services from a sexual assault victim can **activate this protocol by calling 304-367-1100**.

When a victim goes to United Hospital Center, the advocate will respond within **60 minutes**. When the victim goes to the hospital on their own, the hospital will automatically call the advocate with HOPE, Inc. at 304-367-1100.

First responders will be notified of this Advocacy Protocol by:

The Doddridge County SART will review the SAFE plan every year during February's meeting (first meeting of the year) and hold an information session during March or April for all first responders Doddridge County. The Prosecuting Attorney's Office will send out a memo to all first responders to invite them to the information session. The Prosecuting Attorney's Office will then follow up the session by sending the plan to all first responding agencies. In-person conversations with first responders will be held as needed to make sure they understand the plan and are sharing it with the rest of their staff. The Doddridge County SART will work with first responders to add the plan to member agencies' onboarding procedures.

Phone number of Rape Crisis Center to Activate Protocol: 304-367-1100

MEDICAL FORENSIC PROTOCOL

OVERVIEW

Medical forensic services are not provided in Doddridge County.

Services are provided via a letter of agreement with:

United Hospital Center
327 Medical Park Drive
Bridgeport, WV 26330
681-342-1000

Medical forensic exams are provided by physicians or SANEs who are available or on-call 24/7.

First responders referring a victim to UHC, should contact UHC to alert them that a victim is enroute.

First responders will be notified of this Medical Forensic Protocol by:

The Doddridge County SART will review the SAFE plan every year during February's meeting (first meeting of the year) and hold an information session during March or April for all first responders Doddridge County. The Prosecuting Attorney's Office will send out a memo to all first responders to invite them to the information session. The Prosecuting Attorney's Office will then follow up the session by sending the plan to all first responding agencies. In-person conversations with first responders will be held as needed to make sure they understand the plan and are sharing it with the rest of their staff. The Doddridge County SART will work with first responders to add the plan to member agencies' onboarding procedures.

Phone number to activate Medical Forensic Protocol: 681-342-1000

TRANSPORTATION PROTOCOL

OVERVIEW

- The SAFE Commission requires that this transportation protocol must include the following four core components:
 1. Accessible transportation, including the ability to transport victims with disabilities
 2. Transportation to and from the medical forensic exam regardless of the victim's ability to pay
 3. Plan for victim confidentiality
 4. Plan to return the victim to his or her point of origin (or an agreed upon safe place) after the medical forensic examination

Transportation Protocol

Overview. This Transportation Protocol will be activated when a victim of a sexual assault requires a medical forensic exam and cannot transport themselves to a facility that provides the exam. Doddridge County has created a responsive service system with trained service providers who will provide transportation services to victims of sexual assault. As per the state SAFE Commission requirements, this protocol includes accessible transportation regardless of the victim's ability to pay and whether or not the victim is reporting to law enforcement. The plan addresses victim confidentiality and outlines a process to return the victim to their point of origin or a safe location after the medical forensic examination.

All victim information will be **CONFIDENTIAL** and will only be used for medical treatment and/or Law Enforcement investigation, if reported.

Protocol. When a sexual assault victim in Doddridge County requires a medical forensic examination, and has no transportation to a facility providing such services, the following procedures will be activated when a sexual assault is reported:

1. **911 Call With Injuries.** If a sexual assault victim calls 911 needing emergent medical care, Doddridge County Ambulance Authority (DCAA) and the appropriate law enforcement agency will both respond.
 - DCAA will transport the victim (at no direct cost to the victim) to the appropriate **United Hospital Center.**

- IF the victim chooses to initiate a police investigation, the responding law enforcement officer (LE) will document and report the incident.
 - IF the victim chooses NOT to initiate a police investigation, LE will determine the immediate safety and security of the victim, and provide contact information should the victim decide to make a report at a later date.
 - Victims with disabilities with no transportation will be transported following the exam to a safe location by DCAA at NO direct cost to the victim.
2. **911 Call with No Injuries.** If a sexual assault victim calls 911 or contacts a law enforcement agency to report a sexual assault, is safe and does NOT need emergent medical care, the appropriate law enforcement agency will be contacted and proceed to the identified location. The victim will be informed by the law enforcement officer of the medical forensic exam and law enforcement report/non-report options.
- IF the victim chooses to have a medical forensic exam and initiate a police investigation and does not have transportation, law enforcement will contact Doddridge County Ambulance Authority for transportation to United Hospital Center, and to a SAFE location following the exam at no direct cost to the victim. The responding law enforcement officer will document and report the incident. Law enforcement (LE) will stay at the medical facility, if necessary for the safety of the victim.
 - IF the victim chooses NOT to initiate a police investigation and does not have transportation for the medical forensic exam, LE will respond and will contact DCAA for transportation to United Hospital Center, and to a SAFE location following the exam at no direct cost to the victim. The responding law enforcement officer will document and report the incident. Law enforcement (LE) will stay at the medical facility, if necessary for the safety of the victim.
 - The responding law enforcement officer will determine the immediate safety and security of the victim and provide contact information should the victim decide to make a report at a later date.
 - DCAA agrees to provide transportation for victims with disabilities to the medical facility and to a SAFE location following the exam at no direct cost to the victim.
3. **Call to Rape Crisis Center.** If a sexual assault victim contacts HOPE, Inc. after a recent assault, the advocate will inform them of the medical forensic exam and law enforcement report/non-report options. IF the victim has emergent medical needs and/or requests to have a medical forensic exam but has no transportation, the

advocate will guide the victim to call 911. This will then activate one of the protocols outlined in numbers 1 and 2 above.

First responders will be notified of this Medical Forensic Protocol by:

The Doddridge County SART will review the SAFE plan every year during February's meeting (first meeting of the year) and hold an information session during March or April for all first responders Doddridge County. The Prosecuting Attorney's Office will send out a memo to all first responders to invite them to the information session. The Prosecuting Attorney's Office will then follow up the session by sending the plan to all first responding agencies. In-person conversations with first responders will be held as needed to make sure they understand the plan and are sharing it with the rest of their staff. The Doddridge County SART will work with first responders to add the plan to member agencies' onboarding procedures.

Phone number to activate Transportation Protocol: 911