

**Greenbrier County
Sexual Assault Forensic Examination (SAFE) Commission
Service Plan**

Local Board/SART Overview

To meet SAFE Commission standards, Greenbrier 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:

- Greenbrier County Prosecuting Attorney
- West Virginia State Police
- Greenbrier Sheriff's Department
- Family Refuge Center
- CAMC/GVMC
- Greenbrier County 911/Dispatch
- Lewisburg Police Department
- White Sulphur Springs Police Department
- Ronceverte Police Department
- Rainelle Police Department
- Greenbrier County Schools
- Child Youth & Advocacy
- Greenbrier County EMS
- Greenbrier County Health Department

The local SART meets meet bi-monthly with the intent to:

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

ADVOCACY PROTOCOL

OVERVIEW

A victim advocate provides free, confidential and non-judgmental emotional support, information, social service referrals and guidance following a sexual assault. A victim advocate's involvement will begin at the time the victim reports the sexual assault and extend beyond the point when other agencies have terminated their involvement. A victim advocate offers the victim the support needed to understand what is happening and make informed decisions.

Services can only be provided by trained advocates who have received a minimum of 32 hours of specific sexual assault advocacy training that meets the training standards established by the West Virginia Foundation for Rape Information and Services <http://www.fris.org/> .¹

The following seven advocacy services meet core service standards. The following services exist in our county:

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

Advocacy services in our county are services for adolescent/adult victims are provided by Family Refuge Center which will be providing services to our county.

- Law enforcement or intake staff at the hospital will be responsible for contacting the advocate at 304-645-6334.
- Advocacy Services will be provided within one (1) hour.

^[1] In cases of child abuse perpetrated against an adolescent as defined by WV law, the local Child Advocacy Center may also be contacted for support and/or forensic services.

- To activate advocacy services, law enforcement or the emergency staff at CAMC/GVMC will contact 304-645-6334 within one (1) hour.

If the victim goes to the hospital on their own: When a victim presents at the hospital for medical attention or a forensic exam, advocate should be called immediately by the charge nurse or intake staff. If the victim wants to report the assault to law enforcement, they are called to the hospital by the charge nurse so that they can take a statement (advocates encourage law enforcement to wait until the victim has had at least 2 sleep cycles before questioning so that the victim has time to process everything that has happened to them). If the victim does not want to report, a non-report kit is completed and sent to Marshall University's Forensic Science Center; law enforcement is not called. If the victim is under the age of 18, law enforcement must be called. A referral to CPS should also be made by law enforcement, the nurse and/or the advocate.

First responders will be informed of this Advocacy Protocol by:

The Greenbrier County SART team will review the SAFE plan every year during January's meeting (first meeting of the year) and hold an information session during February or March for all first responders in Greenbrier 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 who were unable to send their staff to the information session. In-person conversations with first responders will be held quarterly or as needed to make sure they understand the plan and are sharing it with the rest of their staff. The SART will work with first responders to add the plan to all onboarding procedures. The first responders who need to have access to this plan are the West Virginia State Police – Lewisburg and Rainelle Detachments, Greenbrier County Sheriff's Department, Lewisburg Police Department, White Sulphur Springs Police Department, Ronceverte Police Department, Alderson Police Department, Rupert Police Department, Rainelle Police Department, CAMC/GVMC, Greenbrier County 911/Dispatch, Greenbrier County Schools, Family Refuge Center, Child Youth & Advocacy Center, Greenbrier County EMS, and the Greenbrier County Health Department.

Phone number of Rape Crisis Center to Activate Protocol:

Family Refuge Center 304-645-6334

MEDICAL FORENSIC PROTOCOL

For medical forensic services for adolescent/adult victims within our county services are provided by a medical facility located in our county.

CAMC/GVMC
1320 Maplewood Avenue
Ronceverte, WV 24970
304-647-4411

Medical forensic exams are provided by Physicians available on-all 24/7 and/or by SANEs who are not available on-call 24/7.

Adolescents may be transferred to another facility for forensic examination if Greenbrier Valley Medical Center is unable to provide a Pediatric SANE.

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

The Greenbrier County SART team will review the SAFE plan every year during January's meeting (first meeting of the year) and hold an information session during February or March for all first responders in Greenbrier 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 who were unable to send their staff to the information session. In-person conversations with first responders will be held quarterly or as needed to make sure they understand the plan and are sharing it with the rest of their staff. The SART will work with first responders to add the plan to all onboarding procedures. The first responders who need to have access to this plan are the West Virginia State Police – Lewisburg and Rainelle Detachments, Greenbrier County Sheriff's Department, Lewisburg Police Department, White Sulphur Springs Police Department, Ronceverte Police Department, Alderson Police Department, Rupert Police Department, Rainelle Police Department, CAMC/GVMC, Greenbrier County 911/Dispatch, Greenbrier County Schools, Family Refuge Center, Child Youth & Advocacy Center, Greenbrier County EMS, and the Greenbrier County Health Department.

Phone number to Activate Medical Forensic Protocol:

Greenbrier Valley Medical Center Emergency Room

304-647-4411

TRANSPORTATION PROTOCOL

OVERVIEW

IF a sexual assault victim calls 911 needing emergent medical care, EMS and the appropriate law enforcement agency will both respond.

EMS will transport the victim to the appropriate medical facility (Greenbrier Valley Medical Center) where the victim can receive a medical forensic exam.

Medical staff at Greenbrier Valley Medical Center will contact local Rape Crisis Center's 24-hour hotline (Family Refuge Center – 304-647-6634) and request the presence of the on-call victim advocate.

IF the victim chooses to initiate a police investigation, responding law enforcement officer will document and report the incident.

IF the victim chooses NOT to initiate a police investigation, law enforcement 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.

IF the victim has no means of transportation to return to their point-of-origin or a safe place, the law enforcement agency will activate the transportation protocol meaning the law enforcement agency would transport victim back to point-of-origin or to a safe place at no cost to the victim.

IF the victim has a disability and no means of transportation, the law enforcement agency will activate the transportation protocol meaning the law enforcement agency would transport victim back to point of origin or to a safe place at no cost to the victim. If disabled victim has a wheelchair that folds, the law enforcement agency, with the help of hospital security, will be able to get the victim in his/her car while folding the wheelchair and storing it in the back.

IF a sexual assault victim contacts a Rape Crisis Center (FRC) after a recent assault, the advocate who answers the hotline will inform the victim of the medical forensic exam and law enforcement report/non-report options.

IF the victim has emergent medical needs, the advocate will guide the victim to call 911 thereby activating the protocol outlined above. If the victim chooses to NOT report to law enforcement and would like to have a medical forensic examination completed but has no access to transportation, the on-call advocate will activate the transportation protocol outlined above. FRC has advocates on call 24/7 and are a confidential resource who are

trained in providing crisis intervention to the victim. Advocates do not share information pertaining to the victim without a detailed confidentially release signed by the victim.

First responders will be informed of this Transportation Protocol by:

The Greenbrier County SART team will review the SAFE plan every year during January's meeting (first meeting of the year) and hold an information session during February or March for all first responders in Greenbrier 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 who were unable to send their staff to the information session. In-person conversations with first responders will be held quarterly or as needed to make sure they understand the plan and are sharing it with the rest of their staff. The SART will work with first responders to add the plan to all onboarding procedures. The first responders who need to have access to this plan are the West Virginia State Police – Lewisburg and Rainelle Detachments, Greenbrier County Sheriff's Department, Lewisburg Police Department, White Sulphur Springs Police Department, Ronceverte Police Department, Alderson Police Department, Rupert Police Department, Rainelle Police Department, CAMC/GVMC, Greenbrier County 911/Dispatch, Greenbrier County Schools, Family Refuge Center, Child Youth & Advocacy Center, Greenbrier County EMS, and the Greenbrier County Health Department.

Phone number to Activate Transportation Protocol:

Greenbrier County 911/Dispatch 911, 304-647-7911