

Sexual Assault Forensic Examination (SAFE) Commission Service Plan

HARRISON COUNTY

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LOCAL BOARD/SEXUAL ASSAULT RESPONSE TEAM

OVERVIEW

The provision of a coordinated, multi-disciplinary approach in responding to victims of sexual assault improves access to comprehensive care, minimizes trauma, promotes healing and increases offender accountability.

The SAFE Commission has identified standards for responding to victims of sexual violence and has created a series of five victim-response flowcharts and templates for service protocols (advocacy services, medical forensic exams, transportation for exams) to assist counties in creating local service plans.

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

SART Coordinator/Sexual Violence Services Coordinator (HOPE, Inc.)

Assistant Prosecuting Attorney

Clarksburg Police Department

Bridgeport Police Department

Harrison County Sheriff's Department

STOP Coordinator

Child Advocacy Center

HOPE, Inc. Executive Director

Forensic Nurse Examiner Coordinator for WVU Hospitals

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

- 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

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 are provided by HOPE, Inc., which will provide the following services for adolescent/adult victims:

WHO:

Community based sexual assault advocates are employees and/or volunteers of local nonprofit organizations whose primary purpose is to provide services to victims of sexual assault, regardless of whether the victim is involved with the criminal justice system. For the community-based advocate, it is the victim — not the needs of the system — that identifies the outcome sought through the advocacy process. There is no other discipline whose primary function is to advocate for the interests and wants of the victim

WHEN:

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.

HOW:

HOPE, Inc. 304-367-1100

All first responders will receive a copy of this protocol and flowcharts via United States mail and email if available, all new employees will receive a copy of this protocol and flowcharts as part of their new employee orientation and will receive a copy via email for future reference. The SART team will review the SAFE plan every year during the April Meeting (sexual assault awareness month). Any follow-up meetings needed will be held within the following thirty (30) days. If any updates are needed then the amended protocol will be provided as outlined above to all first responders. In-person conversations with first responders will be held as needed but at least annually to ensure that they understand the plan and are implementing it. The first responders who need to have access to this plan are the Anmoore Police Department, Bridgeport Police Department, Clarksburg Police Department, Harrison County Sheriff's Department, Lumberport Police Department, Nutter Fort Police Department, Salem Police Department, Shinnston Police Department, Stonewood Police Department, West Virginia State Police-Bridgeport Detachment, United Hospital Center, 911 Dispatch, Harrison County CAC, HOPE, Inc. and Emergency Medical Services.

Name of rape crisis center to activate the advocacy protocol:
HOPE Inc.

Phone number:
304-367-1100

1[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.

MEDICAL FORENSIC PROTOCOL

OVERVIEW

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

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

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

All first responders will receive a copy of this protocol and flowcharts via United States mail and email if available, all new employees will receive a copy of this protocol and flowcharts as part of their new employee orientation and will receive a copy via email for future reference. The SART team will review the SAFE plan every year during the April Meeting (sexual assault awareness month). Any follow-up meetings needed will be held within the following thirty (30) days. If any updates are needed then the amended protocol will be provided as outlined above to all first responders. In-person conversations with first responders will be held as needed but at least annually to ensure that they understand the plan and are implementing it. The first responders who need to have access to this plan are the Anmoore Police Department, Bridgeport Police Department, Clarksburg Police Department, Harrison County Sheriff's Department, Lumberport Police Department, Nutter Fort Police Department, Salem Police Department, Shinnston Police Department, Stonewood Police Department, West Virginia State Police-Bridgeport Detachment, United Hospital Center, 911 Dispatch, Harrison County CAC, HOPE, Inc. and Emergency Medical Services.

**Name of medical facility(ies) to activate
the medical forensic protocol:**

**United Hospital Center
327 Medical Park Drive
Bridgeport, WV 26330**

Phone number(s): 681-342-1000

MEDICAL FACILITY INFORMATION

Medical forensic services for adolescent/adult victims **ARE** provided by:

**United Hospital Center
327 Medical Park Drive
Bridgeport, WV 26330**

Phone number(s): 681-342-1000

Medical forensic exams are provided by:

- SANEs **are** available or on-call 24/7 to conduct forensic exams
- Physicians **are** available or on-call 24/7 to conduct forensic exams

TRANSPORTATION PROTOCOL

The SAFE Commission requires that the 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 their point of origin (or an agreed upon safe place) after the medical forensic examination

If a sexual assault victim in Harrison County requires a medical forensic examination and has no transportation to a facility providing such services and/or no transportation back to a safe place after the medical forensic examination, the following procedures will be activated:

- 911 CALL WITH INJURIES. If a victim of sexual assault calls 911 to report a sexual assault with injuries that require medical care, both Harrison County EMS and the appropriate law enforcement agency will be contacted and proceed to the requested location. If the victim requires emergency medical care, Harrison County EMS will provide transportation to the appropriate medical facility. If the victim chooses to initiate an investigation, the responding law enforcement officer will meet the victim at the appropriate medical facility. Upon discharge, if the victim does not have transportation to a safe place, HOPE, Inc. will use funds to obtain transportation, such as share rides-uber, bus, cabs, for the victim to a safe location. If the victim does not have a safe place to go then the advocate will assess if they can stay at the HOPE, Inc. shelter and transport them to the shelter and if the above cannot be accomplished then law enforcement will be contacted and they will provide transportation to a safe location. If a person is disabled, upon a doctor filling out the medical necessity form E.M.S. will be contacted to transport the victim back to a safe location. The preference and safety of the victim should be considered regarding the modes of transportation listed above.
- 911 CALL WITH NO INJURIES. If a victim of sexual assault calls 911 to report a sexual assault with no injuries that require medical care and no EMS transport is requested, then the appropriate law enforcement agency will be

contacted and proceed to the requested location. If the victim chooses to initiate an investigation or chooses not to initiate an investigation, requests a medical forensic examination, but has no available transportation, the responding law enforcement officer will provide transportation to the appropriate medical facility if requested. Upon discharge, if the victim does not have transportation to a safe place, HOPE, Inc. will use funds to obtain transportation, such as share rides-uber, bus, cabs, for the victim to a safe location. If the victim does not have a safe place to go then the advocate will assess if they can stay at the HOPE, Inc. shelter and transport them to the shelter and if the above cannot be accomplished then law enforcement will be contacted and they will provide transportation to a safe location. If a person is disabled then E.M.S. will be contacted to transport the victim to the hospital and upon a doctor filling out a medical necessity form E.M.S. will be contacted to transport the victim back to a safe location. The preference and safety of the victim should be considered regarding the modes of transportation listed above.

- VICTIMS CALLS RAPE CRISIS CENTER. If a victim of sexual assault contacts HOPE Inc., the advocate will guide the victim through the various reporting options and provide information to the victim about the medical forensic examination. If it is determined that the victim wants to report the crime, either the victim can call 911 or the victim can give the address to the HOPE Inc. advocate to call 911. The above protocols will then be activated.
- All members of the Harrison County SAFE/SART agree to maintain victim confidentiality and privacy
- No payment for victim transport is required or requested by police or advocate transporters

First responders will be informed of this Transportation Protocol by:

All first responders will receive a copy of this protocol and flowcharts via United States mail and email if available, all new employees will receive a copy of this protocol and flowcharts as part of their new employee orientation and will receive a copy via email for future reference. The SART team will review the SAFE plan every year during the April Meeting (sexual assault awareness month). Any follow-up meetings needed will be held within the following thirty (30) days. If any updates are needed then the amended protocol will be provided as outlined above to all first responders. In-person conversations with first responders will be held as needed but at least annually to ensure that they understand the plan and are implementing it. The first responders who need to have access to this plan are the Anmoore Police Department, Bridgeport Police Department, Clarksburg Police Department, Harrison County Sheriff's Department, Lumberport Police Department, Nutter Fort Police Department, Salem Police Department, Shinnston Police Department, Stonewood Police Department, West Virginia State Police-Bridgeport Detachment, United Hospital Center, 911 Dispatch, Harrison County CAC, HOPE, Inc. and Emergency Medical Services.

Name of medical facility(ies) to activate the transportation protocol: 911