

Sexual Assault Forensic Examination (SAFE) Commission

Summers County Service Plan Template

Local Board/SART Overview

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

- Summers County Prosecuting Attorney
- West Virginia State Police
- Summers County Sheriff Department
- AWAY Rape Crisis Center
- REACHH Child Advocacy Center
- Summers County OEM / 911
- Summers County EMS
- Summers County Appalachian Regional Healthcare System Hospital
- WV DHS

The local board/SART meets/plans to meet quarterly 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

Services for adolescent/adult victims are provided by AWAY/Women's Resource Center.

- Whoever initially comes into contact with the victim (whether it be law enforcement, hospital intake worker, etc.) in all non-emergency situations, shall contact the advocate within the designated time. In emergency situations, advocate shall be contacted once the emergency is assessed or no longer considered urgent.
- Victim's advocate will be contacted within two hours of receiving the initial complaint in non-emergency situations or when the emergency has been dispelled. Advocate shall respond within one hour of contact of the referral made to the advocate.

^[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.

- All persons taking the initial referral, and with the victim's consent, shall contact victim's advocate services by telephone at 304-255-2559.

First responders will be informed of this Advocacy Protocol:

First responders will be informed of the protocol by being provided a copy of the protocol, on-site visit and short presentation, and will be updated of all changes/additions/updates by telephone within 72 hours by the TEAM or its members. The Summers County SART team will review the SAFE plan every year during February's meeting (or other scheduled first meeting of the year) and hold an information session during March or April for all first responders in Summers 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 City of Hinton Police Department, Summers County Sheriff's Department, West Virginia State Police, Summers County ARH, 911 Dispatch, Summers County Schools, Summers County CAC, Summers County EMS, and the Summers County Health Department.

Phone number of Rape Crisis Center to Activate Protocol: 304-255-2559

MEDICAL FORENSIC PROTOCOL

Services are provided by a medical facility located in our county.

SCARH and/or Family Care Clinic (day business hours)

115 Summers Hospital Rd

Hinton, WV 25951

304-466-1000

SANEs and PAs are available on-call 24/7.

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

First responders will be informed of the protocol by being provided a copy of the protocol, on-site visit and short presentation, and will be updated of all changes/additions/updates by telephone within 72 hours by the TEAM or its members. The Summers County SART team will review the SAFE plan every year during February's meeting (or other scheduled first meeting of the year) and hold an information session during March or April for all first responders in Summers 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 City of Hinton Police Department, Summers County Sheriff's Department, West Virginia State Police, Summers County ARH, 911 Dispatch, Summers County Schools, Summers County CAC, Summers County EMS, and the Summers County Health Department.

Phone number to Activate Medical Forensic Protocol: 304-466-1000

TRANSPORTATION PROTOCOL

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

If victim presents for transport, transportation shall be conducted by either EMS (in emergency situations or non-emergency but medical services needed) or by law enforcement. Upon non-emergency presentation, either agency shall ensure transportation after contact and arrangement with the victim's advocate to coordinate services for exams, etc. Law enforcement (Sheriff's Department 304-466-7111) shall provide transportation, if needed, and shall be arranged by the victim's advocate at AWAY if **law enforcement is not the initial responder**. Transportation shall be provided from the exam to the victim's designated safe place upon completion. All transportation conducted shall remain confidential, and **shall not be disclosed unless ordered otherwise**.

First responders will be informed of this Transportation Protocol by:

First responders will be informed of the protocol by being provided a copy of the protocol, on-site visit and short presentation, and will be updated of all changes/additions/updates by telephone within 72 hours by the TEAM or its members. The Summers County SART team will review the SAFE plan every year during February's meeting (or other scheduled first meeting of the year) and hold an information session during March or April for all first responders in Summers 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 City of Hinton Police Department, Summers County Sheriff's Department, West Virginia State Police, Summers County ARH, 911 Dispatch, Summers County Schools, Summers County CAC, Summers County EMS, and the Summers County Health Department.

Phone number to Activate Transportation Protocol: 304-466-7111 or 304-255-2559