

**SHARE** Sexual Health, Advocacy  
& Relationship Education



Options and Resources  
for Reed Employee Victims  
of Sexual Misconduct

**2020-21 ACADEMIC YEAR**



Reed is providing this information in compliance with federal and Oregon state laws and policies. Reed's Title IX and Discriminatory Harassment and Sexual Misconduct (DHSM) policies describe in detail prohibited conduct and the college's processes for responding to reports of violations.

The material in this handbook was up to date at the time of publication. Web pages are updated with new information as policies, processes, and resources change; please go to [reed.edu](http://reed.edu) to find the most current information.

#### **A note on language**

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The material in this handbook is intended for use by survivors of all types of interpersonal violence. The term "interpersonal violence" is used in this handbook to indicate all types of sexual harassment, relationship abuse (including dating violence and domestic violence), sexual exploitation, sexual assault, and stalking. When a resource or policy applies to a specific type of harm, the term for that harm is used. Regardless of the type of interpersonal violence, and no matter where or when it happened, resources and referrals are available.

The handbook is written using survivor-centered language, including the terms "victim," "survivor," and "perpetrator." This is in line with best practices for those who have experienced sexual or relationship harm. Reed's official policies and descriptions of processes use the terms "complainant" and "respondent" to affirm that reports are investigated and grievance procedures are conducted without bias and without presupposition of the facts of an incident. The college uses a preponderance of evidence standard to determine responsibility for alleged violations of Title IX and the DHSM policy.

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# Summary of resources and options

**If there is immediate danger or fear that someone might be harmed, please call community safety (503-788-6666) or 911.**

People who have experienced sexual harassment or other interpersonal violence have the right to choose whom to talk with about their experiences and what they want to do next. One pathway might be to first speak with a confidential resource, such as an advocate or counselor, who can give them support and information about resources available to them. They can learn about their reporting options and decide what next steps are right for them. If they have been injured, want to preserve evidence that may be on their bodies, or have concerns about pregnancy or sexually transmitted infections, survivors of sexual assault or relationship abuse may want to seek out medical care. Many supportive measures, such as adjustment of work schedules or obtaining no-contact or protective orders, may be available, and the SHARE program director (who is a confidential resource) or the Title IX/504 coordinator can assist in identifying and coordinating support.

## **CONFIDENTIAL ADVOCACY**

Advocates are trained to provide confidential emotional support and important information on options and resources for survivors of interpersonal violence. Call to Safety is a community organization that provides 24-hour crisis advocacy and referral.

Call to Safety (community crisis line): 503-235-5333

## **COUNSELING**

Survivors employed at least half-time by the college are eligible for up to five free sessions with Cascade Centers through the employee assistance program.

Phone consult: 800-433-2320

Online support: [cascadecenters.com/esupport](http://cascadecenters.com/esupport)

## **MEDICAL CARE**

Anyone can receive medical care to treat minor injuries, receive emergency contraception, or obtain prophylaxis to prevent some sexually transmitted infections at a community provider or an emergency room.

## **MEDICAL FORENSIC EXAM**

Within 120 hours (5 days) of a sexual assault, a forensic examiner may provide medical care and collect physical evidence from the body and clothes of a survivor. A report to law enforcement is not necessary. To receive a forensic exam, survivors should go to a hospital emergency room.

## **PRESERVING EVIDENCE**

It is important for people who have experienced interpersonal violence to consider saving and documenting evidence (which may include texts, social media posts, photos of injuries, and physical evidence that the perpetrator may have touched) even if they are not sure that they want to make a report to the college or law enforcement. Should they decide to report, evidence may be useful in establishing that an incident occurred and obtaining a no-contact order from the college, a protective order from the courts, or both.

## **REPORTING TO LAW ENFORCEMENT**

Survivors of sexual assault, dating or domestic violence, or stalking can report to law enforcement in addition to or instead of the college. If requested by the survivor, community safety will assist the survivor in making a report. In circumstances where there is a serious and continuing safety threat, the college may make a report to law enforcement regardless of the survivor's wishes. Survivors have the right to decline to notify or speak with law enforcement.

## **REPORTING TO THE COLLEGE**

Reports of sexual harassment or other possible violations of the Title IX policy or the Discriminatory Harassment and Sexual Misconduct (DHSM) policy may be received by the college's Title IX/504 coordinator. Depending on the facts, the Title IX/504 coordinator may determine that an investigation or grievance process must be opened.

Title IX/504 coordinator: Chris Toutain, Eliot 108A  
503-517-4842; title-ix@reed.edu

Online reporting form:  
[reed.edu/sexual\\_assault/reporting/anon-report.php](http://reed.edu/sexual_assault/reporting/anon-report.php)

## **FORMAL COMPLAINT**

In addition to filing an incident report with the college, a formal complaint may be filed with the Title IX/504 coordinator. Faculty may also submit a complaint to the Dean of the Faculty, and staff may submit a complaint to the director of human resources. Next steps will be determined by the appropriate officer of the college.

### **Faculty**

DHSM grievance procedures:

[reed.edu/governance/faculty-rules-of-procedure](http://reed.edu/governance/faculty-rules-of-procedure), Sections J, K, and L

Title IX grievance procedures:

[reed.edu/governance/faculty-rules-of-procedure](http://reed.edu/governance/faculty-rules-of-procedure), Sections M, N, and O

### **Staff**

Contact human resources for information on filing a formal complaint and grievance procedures: 503-777-7775; HR@reed.edu

## **NO-CONTACT ORDERS**

Contact the director of community safety for information on obtaining no-contact orders between Reed community members.

Director of community safety: Gary Granger, 28 West; 503-777-7379, grangerg@reed.edu

## **PROTECTIVE ORDERS**

Survivors of sexual assault, dating or domestic violence, or stalking may be eligible for court-issued protective orders. Reed honors all court-issued protective orders.

Multnomah County Victim Assistance: 503-988-3222

Gateway Center: 503-988-6400

## **CIVIL COURT REMEDIES**

Even if the incident was not reported to law enforcement, survivors may contact an attorney to bring a civil case to recover damages for the harm done to them and to help pay for services that assist in healing.

## **CRIME VICTIM COMPENSATION**

Survivors who report to law enforcement may be eligible for compensation through the Oregon Crime Victims' Compensation Program for reimbursement of expenses such as medical and counseling expenses and loss of wages.

[Oregon Crime Victims' Compensation Program](#): 503-378-5348

## **LEGAL ASSISTANCE**

The college does not provide legal assistance for survivors. Survivors of sexual assault may be eligible for free legal assistance for college investigations, disciplinary hearings, and civil and criminal court proceedings from the Victim Rights Law Center. Free legal assistance in criminal proceedings for survivors of sexual assault, dating or domestic violence, or stalking may be available from the Oregon Crime Victims Law Center.

[Victim Rights Law Center](#): 503-274-5477

[Oregon Crime Victims Law Center](#): 503-208-8160

## **IMMIGRATION ASSISTANCE**

Some noncitizen survivors may qualify for immigration relief. For assistance, contact the National Immigration Legal Services Directory. Survivors of sexual assault may also contact the Victim Rights Law Center.

[National Immigration Legal Services Directory](#):  
[immigrationadvocates.org/nonprofit/legaldirectory](http://immigrationadvocates.org/nonprofit/legaldirectory)

## Survivors' rights

Under Title IX, federal law, and Oregon state law, survivors have the right to

- talk to anyone about what happened to them;
- refuse to talk to anyone, including police or college officials, and may change their mind at any time;
- be free from any threat of disciplinary action for choosing to participate or not participate in a college's investigation or disciplinary processes;
- report to law enforcement, the college, or both, and have assistance from the college in making a law enforcement report;
- have someone with them when they talk to the Title IX/504 coordinator and have an adviser with them during all related meetings and hearings;
- if they do not have an adviser to conduct cross-examination during live hearings, the college will appoint one for them;
- in cases of sexual assault, receive a medical forensic examination at a hospital (within 120 hours of the assault) whether or not the survivor reports to law enforcement, which helps keep options open for reporting in the future;
- have an advocate requested by a hospital or law enforcement before a forensic exam is done, and accept or decline the advocate's services;
- in cases of sexual assault, get a free wellness exam at a hospital, including emergency contraception and sexually transmitted infection prophylaxis if indicated, within seven days (168 hours) of the assault, whether or not evidence is collected or a report is made, and receive up to five counseling sessions paid for by the state's SAVE fund (these services may also be available through primary care providers);
- file a formal complaint with the Title IX/504 coordinator, and, if the college brings a complaint, to join it or decline to participate in the process without penalty;
- receive reasonable supportive measures to minimize the impact of interpersonal violence on their employment;
- take leave (eligible employees) to attend criminal proceedings (Crime Victims' Leave: [oregon.gov/boli/TA/Pages/FactSheetsFAQs/CrimeVictimsLeave.aspx](https://oregon.gov/boli/TA/Pages/FactSheetsFAQs/CrimeVictimsLeave.aspx)).



If the employee is a victim of domestic violence, they also have these rights ([oregon.gov/boli/CRD/Pages/Victims-of-Domestic-Violence.aspx](https://oregon.gov/boli/CRD/Pages/Victims-of-Domestic-Violence.aspx)):

- To seek legal or law-enforcement assistance or remedies to ensure the health and safety of the employee or the employee's minor child or dependent, including preparing for and participating in protective order proceedings or other civil or criminal legal proceedings related to domestic violence, harassment, sexual assault, or stalking.
- To seek medical treatment for or to recover from injuries caused by domestic violence or sexual assault to or harassment or stalking of the eligible employee or the employee's minor child or dependent.
- To obtain, or to assist a minor child or dependent in obtaining, counseling from a licensed mental health professional related to an experience of domestic violence, harassment, sexual assault, or stalking.
- To obtain services from a victim services provider for the eligible employee or the employee's minor child or dependent.
- To relocate or take steps to secure an existing home to ensure the health and safety of the eligible employee or the employee's minor child or dependent.

This list is not intended to be comprehensive. Survivors may have additional rights and may wish to contact a victim services attorney or an advocate for assistance.

# Medical care and evidence preservation

## **MEDICAL CARE**

Injuries from interpersonal violence may be treatable at a primary care provider or at an emergency room. Sexual assault survivors may have concerns about unwanted pregnancy or sexually transmitted infections. Emergency contraception is available at many pharmacies without prescription, and a medical provider can write a prescription for prophylactic drugs that can prevent some STIs. These drugs should generally be taken within 72 hours of the incident, but some may be administered later. Survivors interested in these options should contact a medical provider for information.

## **MEDICAL FORENSIC EXAMS**

These exams are for survivors of sexual assault and may include the collection of evidence from their body and clothes. ***Evidence must be collected within 120 hours (5 days) of the incident. If a survivor is considering a forensic exam, it's best not to shower, change clothes, eat or drink, smoke, or go to the bathroom before the exam.***

During an exam, a trained nurse examiner may take swabs and samples from the survivor's body and may collect clothes the survivor was wearing during or after the incident. The nurse will also document injuries and coordinate treatment. There is no cost for the exam, but there may be costs for lab tests, imaging, prescriptions, and treatment for injuries. All kits will be held a minimum of 60 years. Even if the survivor does not want evidence collected, they may be offered emergency contraception and medications that can prevent some sexually transmitted infections from developing. The nurse can also help the survivor complete an application for up to five sessions of counseling, which will be paid for by the state of Oregon.

In Multnomah County, where Reed is located, these exams are conducted in hospital emergency rooms. Call to Safety can arrange a ride to the hospital at no cost to the survivor. An advocate or friend can accompany the survivor. The hospital can also ask that an advocate be sent out to meet with the survivor at the emergency room.

## **PRESERVING EVIDENCE**

Even if a survivor is not sure whether they want to report to the college or law enforcement, preserving evidence keeps those options open for the future. Evidence in cases of interpersonal violence might include the following:

- Notes, emails, texts, and voicemails to or about the survivor
- Screenshots of social media posts
- Photographs of any injuries (including bruises, scratches, etc.)
- Clothing and bedding
- Items that the perpetrator touched or damaged

# Reporting

Reports of sexual harassment, nonconsensual sexual contact, sexual assault, dating or domestic violence, sexual exploitation, stalking, and other violations of the Title IX policy or the Discriminatory Harassment and Sexual Misconduct (DHSM) policy can be made to the Title IX/504 coordinator or obligated reporters. Anyone—not just the target(s) of the alleged violation—may make a report. The Title IX/504 coordinator will contact the survivor to discuss supportive measures, consider their wishes regarding supportive measures, inform them that supportive measures are available whether or not they file a formal complaint, and explain the process for filing a formal complaint. The Title IX/504 coordinator is responsible for coordinating supportive measures offered to the survivor.

Even if the behavior as reported would not violate the Title IX or DHSM policy, support and resources are available.

## **ONLINE REPORTING**

The online report form on Reed's website ([reed.edu/share/reporting/anon-report.php](http://reed.edu/share/reporting/anon-report.php)) can be submitted without including the name of the person completing it.

## **OBLIGATORY REPORTING**

Some Reed employees must share all information they receive about bullying, sexual harassment, non-consensual sexual contact, sexual assault, dating or domestic violence, sexual exploitation, or stalking with the Title IX/504 coordinator or the deputy Title IX/504 coordinators, even if the survivor does not want them to do so. The survivor does not have to participate in any subsequent investigation or even respond to emails from college staff if they do not want to. The college has designated certain employees of the college as obligated reporters to institute corrective measures in response to a report of sexual harassment. These obligated reporters are:

- President and vice presidents
- Supervisors of employees and student workers
- Title IX/504 coordinator and Title IX deputy coordinators
- Members of the adjudicating boards

## REPORTING TO LAW ENFORCEMENT

Survivors have the option to report non-consensual sexual contact, sexual assault, dating or domestic violence, non-consensual image sharing, and stalking to law enforcement (police) instead of or in addition to the college. Community safety staff can assist survivors in making reports to law enforcement. The college may make a report to law enforcement regardless of the survivor's wishes if it believes there is a serious and continuing safety threat to the campus community. In such cases, staff will make a good faith effort to protect survivors' privacy to the extent they are able.

## CHILD ABUSE MANDATORY REPORTING

Oregon law requires most employees of the college, including student workers, to immediately report suspected sexual or physical abuse or neglect of any person under 18 years of age to law enforcement or the Department of Human Services. If a person 18 years of age or older reports abuse done to them as a minor, a report is not necessary. If a minor survivor does not wish to have their experience of abuse or neglect as a minor reported, they may contact staff at the HCC for information on counselors and healthcare providers who are exempt from mandatory reporting.

Advocates in community agencies such as Call to Safety are generally not mandated child abuse reporters.

***Notice for J-1 visa holders:*** the US State Department requires the college's Responsible Officer (RO) and Alternate Responsible Officer (ARO) to report incidents or allegations involving sexual exploitation, harassment, or abuse as well as incidents in which law enforcement has been involved. For more information, please contact the international student services program directory or the director of international programs. Alternatively, visit the state department website: [j1visa.state.gov](http://j1visa.state.gov).

## Privacy, confidentiality, and privilege

People who have experienced sexual harassment or other types of interpersonal violence have the right to decline to share personal information with the college and to refuse to participate in investigations or disciplinary processes.

When a report is made, the college will protect the survivor's privacy as much as possible, but it may share information, including identifying information, with third parties as needed to provide necessary interim measures, protective measures, and/or address safety risks. Only information that is necessary to provide the requested relief and/or address safety concerns in a timely manner will be disclosed. Whenever possible, survivors will be told what information will be shared, with whom, and why. When practical, they will be notified before their information is shared.

Information received by the Title IX/504 coordinator and other officials with authority may become part of an employee's record and generally can be subpoenaed. If staff or faculty are named parties in a report, the Title IX/504 coordinator may consult with the appropriate vice president to determine what information must be disclosed and to whom.

Incidents of sexual assault, dating and domestic violence, and stalking are aggregated for the Annual Security Report and other college publications and do not include information that could identify the parties involved.

### **CONFIDENTIAL RESOURCES**

Confidentiality is an ethical or legal duty to protect information that someone else has shared. Certified advocates employed by community or campus victim service programs are required by Oregon law to keep confidential information shared with them unless the survivor gives permission for it to be shared, if there is concern that the survivor may harm someone, or if there is concern about abuse or neglect of a minor. Counselors may also be permitted to share information if there is concern about self-harm.

Information that counselors and advocates must generally keep confidential includes a survivor's identity and the care they receive with the following exceptions: as necessary to provide requested services to the survivor; for defense in any civil, criminal, or administrative action brought against the SHARE program and staff or the HCC staff by or on behalf of the survivor; or to comply with an order from a court of law.

## **PRIVILEGE**

Privilege is a legal rule that most subpoenas and court orders cannot compel disclosure of confidential information shared between a confidential advocate or counselor and the survivor. In some instances, a judge may issue a court order to compel disclosure.

# Investigations and grievance procedures

When a report is received by the Title IX/504 coordinator, they will determine if the alleged conduct would violate the DHSM or the Title IX policy. DHSM and Title IX policy violations are handled differently.

## **DHSM INVESTIGATIONS AND DISCIPLINARY PROCESS**

If the alleged conduct would violate the DHSM policy, the Title IX/504 coordinator will refer the matter to the appropriate deputy coordinator or the community service director for investigation, even if the survivor does not wish to participate. The accused party will be contacted and informed of the report. The survivor can request a delay in notification in order to put safety measures in place.

A DHSM investigation will not always result in a grievance procedure or disciplinary process. A formal complaint of a DHSM violation must be submitted. If the investigation determines that the alleged conduct actually would violate Title IX, the matter will be dealt with under the Title IX process.

## **TITLE IX INVESTIGATIONS AND GRIEVANCE PROCEDURE**

If the Title IX/504 coordinator receives a report of alleged conduct that would violate the Title IX policy, an investigation will not generally be started, and the accused party will not usually be contacted. If there is a risk of immediate physical danger, the Title IX/504 coordinator may initiate steps to protect the survivor or the campus, which may include excluding the accused party from campus and/or contacting law enforcement.

A Title IX investigation only begins if a formal complaint is filed by the complainant with the Title IX/504 coordinator or signed by the Title IX/504 coordinator, and a grievance procedure will always be initiated. The Title IX/504 coordinator will provide notice to both complainant and respondent, will offer supportive measures to both parties, and will initiate a prompt and equitable grievance procedure that complies with Title IX. The procedure allows for both formal and informal resolutions and includes investigation, live hearing, and appeals processes, as appropriate.

In certain circumstances, the Title IX/504 coordinator must or may dismiss formal complaints. A dismissal due to the alleged behavior not



violating Title IX does not necessarily preclude the college from taking action under another policy, process, or procedure or preclude consideration of additional information that becomes available after dismissal.

Please see the college's website ([reed.edu/title-ix](http://reed.edu/title-ix)) for complete information about investigations for student, staff, and faculty respondents.

## Possible sanctions and remedies for staff and faculty respondents

If a grievance procedure finds the respondent has violated policy, sanctions and remedies may be assigned by the appropriate vice president. Sanctions may be punitive or educational. Remedies are designed to restore or preserve the survivor's equal access to education programs or activities. For employees of the college, sanctions may include termination.

This list was complete at the time of publication of this handbook; please check the Title IX web page for updates.

- Required training or counseling
- Behavioral contracts
- Contact or campus access restrictions
- Being held at rank
- Loss of salary
- Removal or non-renewal of honors
- Improvement plans
- Written warnings
- Final warnings
- Demotion
- Change in duties
- Reassignment
- Suspension
- Termination
- Other corrective or disciplinary measures that might bring resolution to the matter

## Supportive measures

Supportive measures are intended to restore equal access to the college's program and cannot put an unreasonable burden on the respondent. The Title IX/504 coordinator will offer and coordinate appropriate, reasonably available supportive measures for a survivor after a report of sexual harassment or misconduct is made (a formal complaint is not necessary). There is no fee or charge for supportive measures.

Supportive measures may also be available to a survivor who does not want to report; the SHARE program director can help survivors identify which measures may be available for them.

Survivors may request supportive measures directly from a department or program but should know that documentation of their need may be requested, and some staff may be required to make a Title IX/DHSM report.

This is a list of some supportive measures available to staff and faculty survivors. If a survivor requires support that is not listed here, they are encouraged to request it from the Title IX/504 coordinator, who will attempt to identify and, if appropriate and reasonably available, provide the requested support or referral to an off-campus resource, depending on the resources available to the college at the time of request.

- No-contact orders (mutual and reciprocal)
- Campus escorts by community safety
- Change in hours or reassignment to minimize contact between the parties
- Oregon law allows for reasonable employment leave for victims of domestic violence, sexual assault, criminal harassment or stalking, and for the parent or guardian of a minor child or dependent who is a victim of such acts

## Legal system options and immigration assistance

Survivors can report to law enforcement to engage the criminal justice system. The college will assist them in making the report on request. Civil proceedings include requests for protective orders, protection of a survivor's confidentiality, and redress from harms committed by individuals and organizations.

### **LEGAL ASSISTANCE**

Survivors may wish to seek legal counsel to ensure that their rights are protected in administrative, civil, and criminal proceedings. The college does not provide legal assistance. Survivors may consult a private attorney or an agency that offers free or low-cost services for survivors. The Victim Rights Law Center provides free legal assistance to survivors of sexual assault in criminal and college proceedings. The Oregon Crime Victims Law Center provides free criminal legal assistance to survivors of sexual assault, dating or domestic violence, and stalking. Some civil legal assistance may also be available from these organizations.

Attorneys may provide representation or advice to survivors, including:

- ensuring that they are receiving all of the supportive measures to which they may be entitled;
- acting as an adviser during college proceedings, including investigations or grievance procedures;
- obtaining court-issued protective orders for sexual assault, dating or domestic violence, or stalking;
- initiating civil proceedings for relief and compensation;
- representation when breaking a rental contract under Oregon Revised Statute ORS §90.453;
- confidential name change;
- assessing eligibility and applying for state compensation for victims of crime for reimbursement of some expenses incurred by survivors, including medical and counseling expenses and loss of wages.

More information on survivors' legal rights may be found on the Oregon Crime Victims Law Center website ([ocvlc.org](http://ocvlc.org)).

## **ADDRESS CONFIDENTIALITY PROGRAM AND CONFIDENTIAL NAME CHANGE**

Survivors of sexual assault, dating or domestic violence, human trafficking, or stalking may be eligible for the Oregon Address Confidentiality Program (ACP), which helps them to protect their physical address information by providing them with a substitute address for mail and other government services. The SHARE program director is a certified ACP application assistant. Call to Safety, Victims Rights Law Center, and the Oregon Crime Victims Law Center can also provide information and application assistance.

Participants in the ACP may also be eligible for a confidential name change. An attorney can assist in filing the legal paperwork necessary for a waiver for public notice of name change and sealing of case records. Neither of these programs can guarantee the confidentiality or safety of participants. Survivors who are interested in these options are encouraged to discuss them with an advocate, counselor, or victim rights attorney.

## **PROTECTIVE ORDERS**

In Oregon, county courts issue different protective orders for sexual assault, dating or domestic violence (family abuse), and stalking. It is not necessary to file a police report to apply for a protective order, but violations of the order should be reported to law enforcement. Reed honors all court-issued protective orders.

Free assistance in applying for protective orders may be available from the Oregon Crime Victims Law Center ([ocvlc.org](http://ocvlc.org)), from Multnomah County advocates in the county courthouse ([multco.us/dcj/victims-services](http://multco.us/dcj/victims-services)), or from volunteers at the Gateway Center ([multco.us/dv/gateway-center-domestic-violence-services](http://multco.us/dv/gateway-center-domestic-violence-services)). The Victim Rights Law Center ([victimrights.org](http://victimrights.org)) can also assist survivors of sexual assault in applying for and obtaining Sexual Abuse Protective Orders. There is no fee for filing for an order nor for service of notice to the respondent. Survivors interested in obtaining a protective order may want to consider contacting an attorney to ensure that their rights are protected. The order is not valid until the respondent has been served. The respondent may contest an order if, for example, they believe it is unnecessary or unfairly restrictive. If the protective order is contested, a hearing will be held.

## **IMMIGRATION ASSISTANCE**

Some immigration relief may be available to noncitizen survivors of violent crimes (including sexual assault and domestic violence). Reed provides limited immigration assistance but is unable to help with immigration relief for survivors. In addition to the Victim Rights Law Center and the Oregon Crime Victims Law Center, survivors can find information on nonprofit organizations that provide free or low-cost immigration legal services in the National Immigration Legal Services Directory.

Survivors of specific types of crime may qualify for temporary T-visas or U-visas under certain conditions. The crime must be reported to law enforcement, and the survivor must cooperate fully with investigation and prosecution. It is not necessary that a conviction be obtained in order for the survivor to qualify. Other conditions apply, and survivors should contact a victim rights or immigration attorney for more information.

## Information for friends and allies of survivors

Most survivors disclose to a friend first, and many say that what helped them most in their healing process was the unconditional support of a friend. Survivors have said the following things were helpful to hear:

- “I’m so sorry you had that experience.”
- “You did nothing to deserve that.”
- “I believe you.”
- “If you’d like, I’ll help you find out what your options and resources are.”
- “I’ll support whatever decision you make about what to do next.”

There’s no one right way to respond to traumatic events. Survivors often experience many types of emotions, even long after the incident, and may feel that they are going “crazy.” Friends and allies can help by normalizing their feelings and experiences. It’s common for survivors to not initially name what happened to them as rape or abuse, although they recognize something is wrong. Once they start to feel safer, they may begin trying to understand the experience by talking about it.

Friends and allies should be honest with the survivor about what support they can provide, especially if they also have a history of trauma. They may want to remind the survivor that advocates and counselors are trained to provide support.

Support may also be helpful for friends and allies. Advocates are prepared to help friends deal with their own feelings and offer suggestions on how to respond to the survivor or the perpetrator.

## Self-care for survivors

Self-care means caring for yourself as you would a good friend. It also means not doing things to harm yourself or make yourself more vulnerable.

It is okay to ask for what you need, and it is okay to say no if someone wants you to do something. You do not have to take care of anyone else's feelings. You do not have to protect other people by pretending everything's okay. You do not have to talk to anyone if you don't want to.

Reactions to and feelings about sexual or relationship violence change over time. There is no right way to feel about abuse or violence, and there is no correct way to practice self-care.

Planning how you will care for yourself can help if you start to feel overwhelmed.

Below are some options for a self-care plan:

- Write in a journal
- Make art
- Take a walk
- Exercise
- Eat your favorite food
- Read something inspiring or something that makes you laugh
- Breathe in and out on a slow count of three
- Make a special playlist
- Wear your favorite clothes
- Give yourself permission to feel whatever you are feeling



# Contact information for campus and community resources

## **REPORTING**

### **Online reporting (may remain anonymous)**

[reed.edu/sexual\\_assault/reporting/anon-report.php](http://reed.edu/sexual_assault/reporting/anon-report.php)

### **Title IX and DHSM reporting and formal complaints**

Title IX/504 Coordinator (Christopher Toutain)

503-517-4842

[title-ix@reed.edu](mailto:title-ix@reed.edu)

Eliot 108A

Director of Community Safety (Gary Granger)

503-777-7379

[grangerg@reed.edu](mailto:grangerg@reed.edu)

[reed.edu/community\\_safety](http://reed.edu/community_safety)

28 West

Community Safety Investigator (Michelle Rogers)

503-517-7902

[rogers@reed.edu](mailto:rogers@reed.edu)

[reed.edu/community\\_safety](http://reed.edu/community_safety)

28 West

Dean of the Faculty (Kathy Oleson)

503-777-7257

[koleson@reed.edu](mailto:koleson@reed.edu)

[reed.edu/dean\\_of\\_faculty](http://reed.edu/dean_of_faculty)

Director of Human Resources (Michelle Valintis)

503-777-7705

[mvalintis@reed.edu](mailto:mvalintis@reed.edu)

[reed.edu/human\\_resources](http://reed.edu/human_resources)

President of the College (Audrey Bilger)

503-777-7500

[presidentsoffice@reed.edu](mailto:presidentsoffice@reed.edu)

[reed.edu/president](http://reed.edu/president)

Chairman of the Reed College Board of Trustees (Roger Perlmutter)

[board-chair@reed.edu](mailto:board-chair@reed.edu)

## **ADVOCACY, COUNSELING, AND HEALTH (CONFIDENTIAL)**

### Call to Safety

503-235-5333; calltosafety.org

### Employee Assistance Program (Cascade Centers)

800-433-2320; cascadecenter.com

## **OTHER REED RESOURCES**

### Community Safety

Emergency 24/7: 503-788-6666

Dispatch 24/7: 503-517-5355

Text: 503-849-8678

community-safety@reed.edu

### Annual Security Report (Clery report)

reed.edu/community\_safety

### Faculty Handbook

reed.edu/governance/faculty-rules-of-procedure

### Title IX policy web page

reed.edu/title-ix

## **OFF-CAMPUS RESOURCES**

### **Reporting**

#### Oregon Child and Vulnerable Adult Abuse hotline

855-503-7233

oregon.gov/dhs/children/child-abuse

#### Portland Police Bureau

Emergency: 911;

non-emergency: 503-823-3333

### **Advocacy and victims' rights**

#### Call to Safety

503-235-5333

calltosafety.org

#### Oregon Crime Victims' Compensation Program

503-378-5348

doj.state.or.us/victims/pages/compensation.aspx

Oregon Department of Justice Victims' Rights Guides  
[doj.state.or.us/crime-victims/victims-rights/victims-rights-guides/](http://doj.state.or.us/crime-victims/victims-rights/victims-rights-guides/)

### **Advocacy for US citizens traveling abroad**

Pathways to Safety International  
833-723-3833; [crisis@pathwaystosafety.org](mailto:crisis@pathwaystosafety.org)  
[pathwaystosafety.org](http://pathwaystosafety.org)

### **Legal assistance and immigration**

Gateway Center  
503-988-6400  
[portlandoregon.gov/gatewaycenter](http://portlandoregon.gov/gatewaycenter)

Multnomah County Victim Assistance Program  
503-988-3222  
[mcda.us/index.php/protecting-victims-families/victim-assistance-program/](http://mcda.us/index.php/protecting-victims-families/victim-assistance-program/)

Oregon Address Confidentiality Program  
503-373-1323  
[doj.state.or.us/victims/pages/confidentiality.aspx](http://doj.state.or.us/victims/pages/confidentiality.aspx)

Oregon Confidential Name Change  
[doj.state.or.us/crime-victims/victims-resources/other-resources/confidential-name-change/](http://doj.state.or.us/crime-victims/victims-resources/other-resources/confidential-name-change/)

Oregon Crime Victims Law Center  
503-208-8160; [ocvlc.org](http://ocvlc.org)

National Immigration Legal Services Directory  
[immigrationadvocates.org/nonprofit/legaldirectory](http://immigrationadvocates.org/nonprofit/legaldirectory)

Victim Rights Law Center  
(free legal and immigration law services for survivors of sexual violence)  
503-274-5477; [victimrights.org](http://victimrights.org)

### **Protective orders**

Family Abuse Prevention Act Restraining Order information  
(for dating or domestic violence)  
[courts.oregon.gov/programs/family/domestic-violence/Pages/restraining.aspx](http://courts.oregon.gov/programs/family/domestic-violence/Pages/restraining.aspx)

Sexual Abuse Protective Order information

[courts.oregon.gov/programs/family/domestic-violence/Pages/sexual-abuse.aspx](https://courts.oregon.gov/programs/family/domestic-violence/Pages/sexual-abuse.aspx)

Stalking Protective Order information

[courts.oregon.gov/programs/family/domestic-violence/Pages/stalking.aspx](https://courts.oregon.gov/programs/family/domestic-violence/Pages/stalking.aspx)

**OTHER INFORMATION**

Family Educational Rights and Privacy Act (FERPA)

[ed.gov/policy/gen/guid/fpco/ferpa](https://ed.gov/policy/gen/guid/fpco/ferpa)

Filing a discrimination complaint with the Office of Civil Rights

Office of Civil Rights, Department of Education

[ed.gov/about/offices/list/ocr/docs/howto.html](https://ed.gov/about/offices/list/ocr/docs/howto.html)

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