When individuals experience sexual misconduct, they may turn to a trusted faculty or staff member or colleague to talk about their experience.

All Utah State University employees* are “responsible employees” under federal Title IX law and must report disclosures they receive of sexual misconduct. This includes gender discrimination, sexual harassment, sexual assault, relationship violence or stalking. If a student, staff or faculty member discloses an experience of sexual misconduct to you, inform them of your reporting obligations, refer them to support resources, and report the disclosure to the Office of Equity.

IMMEDIATE THREATS

If you think there is an immediate threat to an individual, dial 911.

IF YOU RECEIVE A DISCLOSURE

1. **INFORM** the individual as soon as possible that you will do whatever you can to respect their privacy, but let them know you cannot ensure full confidentiality because of your reporting obligations. Let them know that if you make a report, the Office of Equity reaches out about supportive measures and reporting options, but they are not obligated to respond.

   For example, you could say: “It sounds like you’re about to share something very important. Before you continue, I would like to let you know the limits of my confidentiality. I may need to report certain information to the Office of Equity and provide identifying information about what you share. How can I support you?”

2. **LISTEN** without judgment if they would still like to discuss their experience with you. Respond with compassion, avoid questioning their experience, and express your support. If the individual isn’t comfortable sharing information given your reporting obligations, be sure to refer them to help (see other side).

3. **REFER** the individual to support services (see other side). Your report to the Office of Equity will allow the office to share information about supportive measures, resources and reporting options.

4. **REPORT** the disclosure at equity.usu.edu within 24 hours. You can contact the Title IX Coordinator directly to report.

   435-797-1266 | Old Main 161 in Logan | titleix@usu.edu

*Exemptions from reporting only exist for employees who serve in a professional role for which communication is privileged. These include those who provide professional health care, mental health services and victim advocacy.
CONFIDENTIAL - Personal Information Not Shared

USU Counseling and Psychological Services (CAPS)
CAPS provides crisis appointments, individual therapy, and group mental health services free of charge to USU students enrolled in at least 9 credit-hours.

Taggart Student Center, Rm 306 in Logan
435.797.1012
aggiewellness.usu.edu

Sexual Assault and Anti-Violence Information Office (SAAVI)
SAAVI offers confidential advocacy and counseling to survivors of interpersonal violence. Advocates help survivors navigate their options, seek medical attention, get a sexual assault forensic exam, and understand their rights. Services are available free of charge to all students, staff and faculty. For survivors at statewide campuses, SAAVI offers referrals to local resources.

Taggart Student Center, Rm 311 in Logan
435.797.7273 (24-hour crisis line forwards to CAPSA after work hours)
saavi.usu.edu

Community Resources
Find more information about advocates and where to get a sexual assault forensic exam at sexualassault.usu.edu.

PRIVATE - Information Protected but Not Confidential

USU Office of Equity
The Office of Equity enforces USU’s policies on non-discrimination, provides prevention education for students and employees and coordinates with other campus offices to provide supportive measures.

Old Main, Rm 161 in Logan
435.797.1266
titleix@usu.edu
equity.usu.edu

NOT PRIVATE - Information May Become Public Record

USU Police
For an emergency response, security escort on the USU Logan campus, or to report sexual assault, stalking, or dating or domestic violence, contact USU Police.

800 E. 1250 N., Logan
435.797.1939
dps.usu.edu/police

USU Eastern Police
530 N. 330 E., Price
435.637.0890

Local Law Enforcement
If the crime occurred off campus, contact your local law enforcement agency. If you are unsure who that is, USU Police will connect you to the correct police department for reporting. If you are in danger, call 911 immediately.