



***2015 UNIFORM CAMPUS CRIME
REPORT FOR CALENDAR YEAR 2014***

(In compliance with PA 14-11)

WEST HARTFORD CAMPUS





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Chapter 1;

Overview:

Chapter 1 – Overview;

University of Saint Joseph Mission Statement

The University of Saint Joseph, founded by the Sisters of Mercy in the Roman Catholic tradition, provides a rigorous liberal arts and professional education for a diverse student population while maintaining a strong commitment to developing the potential of women. The University is a community which promotes the growth of the whole person in a caring environment that encourages strong ethical values, personal integrity and a sense of responsibility to the needs of society.

Safety is a major concern for everyone on campus, and the University strives to provide an ideal environment for learning, working and living. The University has instituted numerous policies and procedures to enhance security. Members of the University community have a responsibility to use the security procedures and services available and must be accountable for their own well-being and also for the welfare of others. The University urges all members of the community to participate in maintaining safety by promptly reporting any suspicious circumstances, accidents or criminal activity to the Department of Public Safety at (860) 231-5222.

Connecticut General Statutes

The Connecticut General Statute which is applicable to this report;

Public Act No. 14-11

AN ACT CONCERNING SEXUAL ASSAULT, STALKING AND INTIMATE PARTNER VIOLENCE ON CAMPUS.

Be it enacted by the Senate and House of Representatives in General Assembly convened:

Section 1. Subsection (a) of section 10a-55a of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2014*):

(a) On or before [September] October 1, 1991, and annually thereafter, each institution of higher education shall prepare in such manner as the president of the Board of Regents for Higher Education shall prescribe a uniform campus crime report concerning crimes committed in the immediately preceding calendar year within the geographical limits of the property owned or under the control of such institution. Such report shall be in accordance with the uniform crime reporting system pursuant to section 29-1c, provided such report is limited to those offenses included in part I of the most recently published edition of the Uniform Crime Reports for the United States as authorized by the Federal Bureau of Investigation and the United States Department of Justice, [and] sexual assault under sections 53a-70, 53a-70a, 53a-70b, 53a-71, 53a-72a, 53a-72b and 53a-73a, stalking under sections 53a-181c, 53a-181d and 53a-181e and family violence as designated under section 46b-38h. The state police, local police departments and special police forces established pursuant to section 10a-156b shall

cooperate with institutions of higher education in preparing such reports. Institutions with more than one campus shall prepare such reports for each campus.

Sec. 2. Section 10a-55m of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2014*):

(a) For purposes of this section and sections 3 to 6, inclusive, of this act:

(1) "Awareness programming" means [programming] institutional action designed to communicate the prevalence of sexual assaults, stalking and intimate partner violence, including the nature and number of cases of sexual assault, stalking and intimate partner violence reported at each institution of higher education in the preceding three calendar years, including, but not limited to, poster and flyer campaigns, electronic communications, films, guest speakers, symposia, conferences, seminars or panel discussions;

(2) "Bystander intervention" means the act of challenging the social norms that support, condone or permit sexual assault, stalking and intimate partner violence;

[(2)] (3) "Institution of higher education" means an institution of higher education, as defined in section 10a-55, and a for-profit institution of higher education licensed to operate in this state;

[(3)] (4) "Intimate partner violence" means any physical or sexual harm against an individual by a current or former spouse of or person in a dating relationship with such individual that results from any action by such spouse or such person that may be classified as a sexual assault under section 53a-70, 53a-70a, 53a-70b, 53a-71, 53a-72a, 53a-72b or 53a-73a, stalking under section 53a-181c, 53a-181d or 53a-181e, or [domestic] family violence as designated under section 46b-38h;

[(4)] (5) "Primary prevention programming" means [programming] institutional action and strategies intended to prevent sexual assault, stalking and intimate partner violence before it occurs by means of changing social norms and other approaches, including, but not limited to, poster and flyer campaigns, electronic communications, films, guest speakers, symposia, conferences, seminars or panel discussions;

[(5)] (6) "Sexual assault" means a sexual assault under section 53a-70, 53a-70a, 53a-71, 53a-72a, 53a-72b or 53a-73a; [and]

(7) "Stalking" means stalking under section 53a-181c, 53a-181d or 53a-181e; and

[(6)] (8) "Uniform campus crime report" means a campus crime report prepared by an institution of higher education pursuant to section 10a-55a, as amended by this act.

(b) Each institution of higher education shall adopt and disclose in such institution's annual uniform campus crime report one or more policies regarding sexual assault, stalking and

intimate partner violence. Such policy or policies shall include provisions for (1) detailing the procedures that students and employees of the institution who report or disclose being the victim of sexual assault, stalking or intimate partner violence may follow after the commission of such assault, stalking or violence, regardless of where such incidences occurred, including persons or agencies to contact and information regarding the importance of preserving physical evidence of such assault, stalking or violence; (2) providing students and employees of the institution who report or disclose being the victim of sexual assault, stalking or intimate partner violence both concise, written contact information for and, if requested, professional assistance in accessing and utilizing campus, local advocacy, counseling, health and mental health services, and [written] concise information, written in plain language, concerning the rights of such students and employees to (A) notify law enforcement of such assault, stalking or violence and receive assistance from campus authorities in making any such notification, and (B) obtain a protective order, apply for a temporary restraining order or seek enforcement of an existing protective or restraining order, including, but not limited to, orders issued pursuant to section 46b-15, 46b-38c, 53a-40e, 54-1k, 54-82q or 54-82r, against the perpetrator of such assault, stalking or violence; (3) notifying such students and employees of [the] any reasonably available options for and available assistance from such institution in changing academic, living, campus transportation or working situations in response to such assault, stalking or violence; (4) honoring any lawful protective or temporary restraining orders, including, but not limited to, orders issued pursuant to section 46b-15, 46b-38c, 53a-40e, 54-1k, 54-82q or 54-82r; (5) disclosing a summary of such institution's student disciplinary procedures, including clear statements advising [such students] that (A) victims of such assault, stalking or violence shall have the opportunity to request that disciplinary proceedings begin promptly, (B) disciplinary proceedings shall be conducted by an official trained annually in issues relating to sexual assault, stalking and intimate partner violence and shall use the preponderance of the evidence standard in making a determination concerning the alleged assault, stalking or violence, (C) both the victim of such assault, stalking or violence and the accused (i) are entitled to be accompanied to any meeting or proceeding relating to the allegation of such assault, stalking or violence by an advisor or support person of their choice, provided the involvement of such advisor or support person does not result in the postponement or delay of such meeting as scheduled, and (ii) shall have the opportunity to present evidence and witnesses on their behalf during any disciplinary proceeding, (D) both such victim and accused are entitled to be informed in writing of the results of any disciplinary proceeding not later than one business day after the conclusion of such proceeding, and (E) the institution of higher education shall not disclose the identity of the victim or the accused, except as necessary to carry out a disciplinary proceeding or as permitted under state or federal law; [and] (6) disclosing a summary of such institution's employee disciplinary procedures; and (7) disclosing the range of sanctions that may be imposed following the implementation of such institution's student and employee disciplinary procedures in response to such assault, stalking or violence.

(c) Each institution of higher education shall [, within existing budgetary resources, offer] provide (1) annual sexual assault, stalking and intimate partner violence primary prevention and awareness programming for all students and employees that includes an explanation of the definition of consent in sexual relationships, [and] information concerning the reporting of

incidences of such assaults, stalking and violence [.] and strategies for bystander intervention and risk reduction; and (2) ongoing sexual assault, stalking and intimate partner violence prevention and awareness campaigns.

(d) Each institution of higher education may provide the option for any student or employee of such institution who is the victim of a sexual assault, stalking or intimate partner violence to report or disclose such assault, stalking or violence to such institution anonymously. Each such institution shall notify any such student or employee of the institution's obligations under state or federal law, if any, to (1) investigate or address such assault, stalking or violence and (2) assess whether the report triggers the need for a timely warning or emergency notification, as described in 34 CFR 668.46(e), which obligations, in limited circumstances, may result in the learning of such victim's identity.

(e) Each institution of higher education shall provide concise notification, written in plain language, to each student and employee of such institution who has been the victim of sexual assault, stalking or intimate partner violence, immediately upon receiving a report of such assault, stalking or violence, of such victim's rights and options under such institution's policy or policies regarding sexual assault, stalking and intimate partner violence adopted in accordance with subsection (b) of this section.

(f) Not later than October 1, 2015, and annually thereafter, each institution of higher education shall report to the joint standing committee of the General Assembly having cognizance of matters relating to higher education, in accordance with the provisions of section 11-4a, concerning, for the immediately preceding calendar year, (1) a copy of its most recent policies regarding sexual assault, stalking and intimate partner violence adopted in accordance with subsection (b) of this section, or any revisions thereto, (2) a copy of its most recent concise written notification of a victim's rights and options under its sexual assault, stalking and intimate partner violence policy or policies required pursuant to subsection (e) of this section, (3) the number and type of sexual assault, stalking and intimate partner violence prevention, awareness and risk reduction programs at the institution, (4) the type of sexual assault, stalking and intimate partner violence prevention and awareness campaigns held by the institution, (5) the number of incidences of sexual assault, stalking and intimate partner violence reported to such institution, (6) the number of confidential or anonymous reports or disclosures to the institution of sexual assault, stalking and intimate partner violence, (7) the number of disciplinary cases at the institution related to sexual assault, stalking and intimate partner violence, and (8) the final outcome of all disciplinary cases at the institution related to sexual assault, stalking and intimate partner violence, including, but not limited to, the outcome of any appeals of such final outcome, to the extent reporting on such outcomes does not conflict with federal law.

Sec. 3. (NEW) (*Effective July 1, 2014*) (a) Not later than January 1, 2015, each institution of higher education shall establish a campus resource team responsible for and with representatives from each of its campuses. The campus resource team shall consist of individuals selected by the president of each institution of higher education, including, but not

limited to, (1) the institution's Title IX coordinator and chief student affairs officer, or their designees, (2) not less than one member from its (A) administration, (B) counseling services office, (C) health services office, (D) women's center, (E) special police force, campus police force or campus safety personnel, (F) faculty, (G) senior and mid-level staff, (H) student body, (I) residential life office, and (J) judicial hearing board, provided such entities exist on campus, and (3) any other individuals designated by the president.

(b) Not later than January 1, 2015, the president of each institution of higher education shall invite at least one individual from each of the following to serve on its campus resource team: (1) A community-based sexual assault crisis service center; (2) a community-based domestic violence agency; and (3) the criminal justice system within the judicial district in which such institution of higher education is located, including, but not limited to, members of the state police and local police department and prosecutors employed by the Division of Criminal Justice.

(c) Each institution of higher education shall ensure that every member of the campus resource team is educated in (1) the awareness and prevention of sexual assault, stalking and intimate partner violence, and communicating with and providing assistance to any student or employee of the institution who is the victim of such assault, stalking or violence; (2) the sexual assault, stalking and intimate partner violence policies of such college or institution; (3) the provisions of Title IX of the Elementary and Secondary Education Act of 1972, 20 USC 1681 et seq. , and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, 20 USC 1092(f); (4) victim-centered response and the role of community-based sexual assault victim advocates; (5) the role and functions of each member on such campus resource team for the purpose of ensuring a coordinated response to reported incidences of sexual assault, stalking and intimate partner violence, as such terms are defined in section 10a-55m of the general statutes, as amended by this act; and (6) communicating sensitively and compassionately with the victims of such assault, stalking or violence, including, but not limited to, an awareness of responding to victims with diverse cultural backgrounds, and providing services to or assisting in locating services for such victims. For purposes of this subsection, "victim-centered response" means a systematic focus on the needs and concerns of a victim of sexual assault, stalking or intimate partner violence that (A) ensures the compassionate and sensitive delivery of services in a nonjudgmental manner, (B) ensures an understanding of how trauma affects victim behavior, (C) maintains victim safety, privacy and, where possible, confidentiality, and (D) recognizes that victims are not responsible for the assault, stalking or violence committed against them.

(d) Not later than July 1, 2015, the campus resource team shall review the sexual assault, stalking and intimate partner violence policies adopted by its institution of higher education in accordance with section 10a-55m of the general statutes, as amended by this act, and recommend to such institution protocols in accordance with such policies for providing support and services to any student or employee who reports being the victim of sexual assault, stalking or intimate partner violence. Such team shall meet not less than once per semester to review such protocols and ensure that they are updated as necessary.

Sec. 4. (NEW) (*Effective July 1, 2014*) Not later than January 1, 2015, each institution of higher education shall enter into and maintain a memorandum of understanding with at least one community-based sexual assault crisis service center and at least one community-based domestic violence agency for purposes of (1) ensuring that any student or employee of such institution who reports or discloses being the victim of sexual assault, stalking or intimate partner violence can access free and confidential counseling and advocacy services, either on or off campus, and (2) establishing a partnership with such service center and agency, including, but not limited to, (A) involvement of the institution's campus resource team, and (B) trainings between the institution and such service center and agency to ensure the understanding of each other's role in responding to reports and disclosures of sexual assault, stalking and intimate partner violence against students and employees of the institution and the institution's protocols for providing support and services to such students and employees, developed in accordance with subsection (b) of section 2 of this act.

Sec. 5. (NEW) (*Effective July 1, 2014*) (a) Each institution of higher education shall ensure that its Title IX coordinator and members of its special police force, campus police force or campus safety personnel employed by such institution of higher education are educated in the awareness and prevention of sexual assault, stalking and intimate partner violence, and in trauma-informed response.

(b) For purposes of this section, "trauma-informed response" means a response involving an understanding of the complexities of sexual assault, stalking and intimate partner violence through training centered on the neurobiological impact of trauma, the influence of societal myths and stereotypes surrounding the causes and impact of trauma, understanding the behavior of perpetrators and conducting an effective investigation on behalf of victims who have suffered trauma.

Sec. 6. (NEW) (*Effective July 1, 2014*) (a) Members of state and local police departments who act as first responders to any reports of sexual assault, stalking or intimate partner violence at an institution of higher education shall receive training in the awareness and prevention of sexual assault, stalking and intimate partner violence and in trauma-informed response.

(b) For purposes of this section, "trauma-informed response" means a response involving an understanding of the complexities of sexual assault, stalking and intimate partner violence through training centered on the neurobiological impact of trauma, the influence of societal myths and stereotypes surrounding the causes and impact of trauma, understanding the behavior of perpetrators and conducting an effective investigation on behalf of victims who have suffered trauma. Approved May 8, 2014



Chapter 2;

Public Safety Department:

Department of Public Safety:

The Public Safety Department is located on the first floor of McGovern Hall and reports to the Senior Vice President, Finance and Strategy. The Public Safety Department is comprised of a staff of 15 full-time professional Public Safety officers and 1 full-time Transportation Specialist. The Public Safety Department provides security on our West Hartford campus 24-hours a day, seven days a week. Public Safety Officers are trained in First Aid, CPR and AED use.

At the West Hartford campus, the Public Safety Department maintains a close working relationship with the West Hartford Police Department and the West Hartford Fire Department. Public Safety Officers cannot make criminal arrests but do enforce University rules and regulations on campus, including parking. Every effort is made to enforce these rules and regulations equitably and professionally. Public Safety Officers wear uniforms that make them easily identifiable, carry a University identification card, and patrol on foot and in marked vehicles. The West Hartford Police Department will respond to assist the Public Safety Department with incidents believed to be criminal in nature.

The University of Saint Joseph campus is an open campus, meaning there are no outer protective boundaries and the campus is easily accessible to individuals not affiliated with the University. Academic and administrative buildings on campus are secured with lockable entrances and, in some, intrusion-detection systems. Public Safety Officers may admit faculty, staff and students after normal business hours if an appropriate University official has contacted Public Safety and authorized such access. The Public Safety Officer will ask to see a University identification card for verification. Buildings that are open during the evening for classes and computer use are secured by Public Safety when the classes have concluded.

Faculty, staff, and students working in their offices, classrooms and laboratories are encouraged to follow these personal safety recommendations:

- Report any suspicious individuals to Public Safety immediately.
- Lock valuables in a file cabinet or desk when at work.
- Lock your office door even if you are leaving for a brief period of time.
- Notify Public Safety when you are working late, on weekends or holidays.
- Lock windows and doors when you leave for the day.

Residence halls are locked 24 hours a day. Access for resident students and staff is via a swipe strip located on the University identification card issued by Public Safety. Resident students are permitted to have guests visit them but must follow guidelines established by Residential Life. Resident students are not to prop open any doors or allow the entry of strangers into the residence hall. Maintenance staff, including maintenance mechanics, housekeepers, custodians and groundskeepers, continually wears their University identification cards. Vendors and contractors are issued identification cards that identify them as well. No maintenance staff, including vendors or contractors, is permitted in residence halls prior to 9:00 a.m. or after 5:00 p.m. except in emergency situations. If you observe an unauthorized person in your area, please contact Public Safety immediately.

In addition to the West Hartford campus the Public Safety Department maintains officers on duty at the University of Saint Joseph School of Pharmacy located at 229 Trumbull Street in Hartford during the hours of operation 7 days a week. The Public Safety Department maintains a close working relationship with the Hartford Police Department and the Hartford Fire Department with regards to issues at the School of Pharmacy.

As well as the West Hartford campus and the School of Pharmacy, the University of Saint Joseph presently has 17 separate noncampus locations located throughout Connecticut. The Public Safety Department has the responsibility to assess security and document any incidents that may occur at those locations.

Crime Reporting Procedures

The Department of Public Safety is the central reporting center for criminal offenses that occur at The University of Saint Joseph. Community members are encouraged to report all crimes and Public Safety related incidents in a timely manner. Reporting incidents will aid in providing timely advisories to the community, when appropriate, and will ensure inclusion of the incident in the annual disclosure of crime statistics for the institution.

To report an incident on campus, please contact Public Safety.

In an emergency situation when police or fire personnel are required, contact them immediately and then contact Public Safety so that the emergency personnel can be directed to the proper location. Contact information is listed below.

Department of Public Safety

- Public Safety Emergency Line (860) 231-5222 24 hours, 7 days a week
- Anonymous Tip Line (860) 231-5742
- Public Safety Routine Line (860) 965-2340
- Public Safety Lead Officer Line (860) 965-2339
- Public Safety Director (860) 231-5396 Mon. – Fri., 8:30a.m. – 4:30 p.m.

West Hartford Police Department

- Emergency 911
- Non-Emergency (860) 523-5203

West Hartford Fire Department

- Emergency 911
- Non-Emergency (860) 523-2100

Text Messages

In an effort to better serve the University of Saint Joseph Community the Public Safety Department will begin to employ the Public Safety Duty cell phone as our routine line. This will provide Students, Faculty and Staff with the ability to send text messages to Public Safety for routine and/or emergency messages. As such it is now required that one officer on each shift

carry that phone with them at all times while on duty. The telephone number for the Public Safety duty phone is: (860) 965-2340.

Anonymous Reporting

The University of Saint Joseph Public Safety Department recognizes the importance of allowing individuals reporting an incident to Public Safety to remain anonymous. The University of Saint Joseph Public Safety Department does utilize an anonymous reporting tip line. The phone number is 860-231-5742 or 5742 from any campus phone. All calls will remain confidential unless the caller states that they wish to be contacted.

Community Resource Teams

In 2015 the Public Safety Department will be introducing a new initiative designed to improve our service to the University of Saint Joseph community. The Public Safety Department will be formed into “Community Resource Teams” or CRTs. With these CRTs individual officers are assigned to specific Residence Halls and other University departments and locations. Their undertaking is to develop a rapport with the students, faculty and staff so that people feel comfortable with the officers, thereby making Public Safety officers more approachable and providing everyone with a sense of safety and wellbeing here on campus. Part of this assignment is to work closely with the RDs and RAs in their respective residence hall to help work with students on any difficulties that appear. CRT Officers will attend residence hall meetings, club meetings and other functions to connect with and better serve the students. An important facet with this program is to help find solutions for the students to solve problems without having to resort to any type of “traditional” enforcement actions such as tickets or referrals. To accomplish this goal, the Public Safety Department works closely with the Residence Life, Health/Wellness and Student Activities staffs.

Door Access

For security reasons, exterior doors on each residence hall are equipped with a door access card system. A resident student may gain access to a residence hall by using the student’s ID card. Unless instructed otherwise by University personnel, **a student is never permitted to duplicate or lend the student’s room key or access card to anyone.** In addition, a student should never prop a door or place an obstructing object in a residence hall door that will cause it to remain ajar.

Any student who copies or lends a key or an access card to a non-resident, props a door or admits an unauthorized guest, will be subject to disciplinary action as determined by the Director of Residential Life and Housing. The fee for a lost room key is \$50.00. The fee for a lost key card is \$20.00. There is one designated entrance and exit for each of the halls. Students who tamper with emergency exit only doors will be subject to the disciplinary process.

Residents are urged to keep room doors locked. Doors leading to the stairwells are fire doors and must be kept closed at all times. Entrance into a residence hall is only permitted through the door with an assigned key or ID card. Entrance through a residence hall window is prohibited. Students or guests found violating this policy may be held accountable for trespassing/ breaking and entering.

Surveillance Camera System

The Public Safety Department maintains 66 surveillance cameras as deterrence and to aid in the investigation of incidents which occur on campus. The University of Saint Joseph has installed these cameras in several overt and covert locations on the campus, The School of Pharmacy, and other campus property. Cameras are never used in restrooms or dressing rooms, nor can they view into the windows of residence hall rooms. Taped surveillance information can be used by law enforcement, public safety, and residence life in the investigation and adjudication of incidents on campus.

Public Safety Department Training

All members of the Public Safety Department are trained in First Aid, CPR and AED use. Officers have received training with on-line FEMA emergency preparedness NIMS courses. Public Safety Officers have received public licensing endorsements through the Connecticut Department of Motor Vehicles. In addition, Public Safety Officers have completed training in Sexual Assault Investigations as well as other related topics.

Escort Service

The Public Safety Department provides escorts, available on request, to students, faculty and staff. These escorts are provided to ensure the safety of everyone on the University of Saint Joseph campus as well as to assist those individuals with disabilities or injuries. These services are available 24 hours a day, 365 days a year. Contact the Public Safety Officer on duty at (860) 231-5222 or extension 5222 and the officer will be glad to escort you anywhere on campus.

Notice to Leave and/or Not to Enter University of Saint Joseph Property

The University of Saint Joseph including its parking lots and all managed lands is private property. Persons are permitted on this property at the discretion of the University of Saint Joseph and its agents. The University of Saint Joseph and its agents may revoke this permission at any time, pursuant to the General Statutes of the State of Connecticut, encompassing Trespassing, section 53a-107. The "Notice to Leave and/or Not to Enter form" allows University of Saint Joseph Public Safety Officers to convey notice to anyone that due to their actions, they are not permitted on any University property. This area is identified on a map printed on the Notice to Leave – Not to Enter form. A copy of this notice may be provided to the West Hartford Police Department. Any request for a termination of the ban can be made in writing to the Director of Safety and Risk Management after a period of six months.

Application for Relief from Abuse

In the past victims of sexually based crimes, domestic violence, stalking were reluctant to have the Police involved and as such were unable to obtain restraining orders to protect them from their abuser. The State of Connecticut now allows for the victim of abuse to seek relief without having to initially file a Police report. The complainant may fill out an APPLICATION FOR RELIEF FROM ABUSE (JD-FM-137) themselves and present this to the Court. The instruction for filling out this form are to;

"1. Use a typewriter, print clearly in ink, or fill out on-line. You must also fill out an Affidavit, form JD-FM-138. Give both forms to the Clerk of Court.

2. After your Application and Affidavit are processed, the clerk will give you the proper papers to have served on the Respondent.
3. Make sure the originals are returned to court after service.”

The AFFIDAVIT - RELIEF FROM ABUSE (JD-FM-138) contains the complainant’s explanation detailing why the APPLICATION FOR RELIEF FROM ABUSE should be issued by the court. The instructions to the complainant applying for Relief from Abuse are;

“This affidavit must be filled out completely and given to the clerk along with your filled out Application for Relief From Abuse, form JD-FM-137. Your affidavit must include a statement of the conditions you seek relief from and must be made under oath (you must swear that your statement is true and sign it in front of a court clerk, a notary public, or an attorney who will also sign and date the affidavit). The statement must be true to the best of your knowledge. State if any arrest was made related to the incidents outlined in this statement.”

At the University of Saint Joseph, the Public Safety Department is prepared to assist anyone with the preparation and/or filing of these forms. Copies of the APPLICATION FOR RELIEF FROM ABUSE (JD-FM-137) and the AFFIDAVIT - RELIEF FROM ABUSE (JD-FM-138) can be obtained on line, at the Superior Court or from the USJ Public Safety Department. Examples of the forms can be found in Appendix IX of this report.



Chapter 3;
Crime Statistics Report:

The uniform campus crime report listed below was prepared in accordance with Connecticut General Statutes Public Act No. 14-11. The report records those crimes committed in the immediately preceding calendar year (2014) within the geographical limits of the property owned or under the control of the University of Saint Joseph located at 1678 Asylum Avenue in West Hartford. As required, this report was prepared in accordance with the uniform crime reporting system pursuant to section 29-1c, and as such, the report is limited to those offenses included in part I of the most recently published edition of the Uniform Crime Reports for the United States as authorized by the Federal Bureau of Investigation and the United States Department of Justice. The data in this report was compiled in cooperation with the West Hartford Police Department.

Reported Criminal Offenses – West Hartford Campus				
Crime Categories	Year	On Campus Property	On Campus Student Housing Facilities	Public Property
<i>Violent Crime</i>				
Murder/non-negligent manslaughter	2014	0	0	0
Rape (FBI Part 1 definition)	2014	3	3	0
Sex Offense (CT State Statutes)	2014	0	0	0
Robbery	2014	0	0	0
Aggravated Assault	2014	0	0	0
<i>VAWA Related Crime</i>				
Domestic Violence	2014	3	2	0
Stalking	2014	5	1	0
Dating Violence	2014	0	0	0
<i>Property Crime</i>				
Burglary	2014	3	3	0
Larceny/Theft	2014	13	5	
Motor Vehicle Theft	2014	0	0	0
Arson	2014	0	0	0
Total		27	14	0



Chapter 4;

Sexual Assault Response:

Sexual Misconduct

University of Saint Joseph's Commitment to a Safe Environment

A report of sexual harassment, assault, intimate partner violence or stalking will be taken seriously, promptly investigated and addressed. While respecting the rights of all parties involved, the safety and well-being of the complainant and the campus community are the University's primary concern. Appropriate action will be taken to discipline an offending party. The University of Saint Joseph maintains an on record sexual misconduct policy, a commitment to investigation, support, and protection of any involved parties, annually published security reports, as well as prevention initiatives.

What to Do After an Assault:

1. Immediate Danger

- Get away from the attacker to a safe place as fast as you can.
- On -campus students call Public Safety at (860)231-5222 or 911.
- If immediate medical attention is needed, call Public Safety at (860)231-5222 who will call 911 or you may go directly to the nearest emergency room.
- Off Campus call 911.

2. Medical Attention

Resources for Medical Attention:

Seek treatment from participating hospitals with 24/7 access to a Sexual Assault Nurse Examiner (SANE). Participating hospitals in Connecticut include:

*Saint Francis Hospital,
Hartford Hospital,
The Hospital of Central Connecticut (New Britain campus),
Manchester Hospital
Middlesex Hospital,
Windham Hospital*

☐ You can take a support person with you to the hospital. Also, a sexual assault victim advocate from Connecticut Sexual Assault Crises Services (ConnSACS) can accompany you or meet you at the hospital. Call 24 hours a day **888.999.5545** to request an advocate.

☐ Students may also seek treatment from the USJ's Health Services located in the Little Red House on campus however this office is not open 24 hours per day nor does it complete the sexual assault evidence collection kit. To contact USJ Health Services call 860.231.5530.

Importance of Preserving Evidence/Before You Arrive at the Hospital

Hospital staff will ask to collect evidence. Whether or not you decide to have evidence collected, it is important that you DO NOT do the following prior to arriving at the hospital: change clothes, shower or bathe, douche, drink, eat, smoke, brush your teeth, use the bathroom unless absolutely necessary. Taking these precautions before the medical exam

allows you to keep your legal options open as long as possible. So you are aware, it is possible to have evidence collected by medical professionals and have that evidence secured under a “Jane Doe” designation to preserve a person’s confidentiality.

3. Filing a Report

You are encouraged to file a report with a Title IX coordinator, Campus Safety (860)231-5222 or West Hartford Police (860)523-5203.

4. Counseling

Speak with a counselor either on campus at the Counseling and Wellness Center located in the Little Red House by calling (Monday – Friday 8:30am-4:30pm at (860) 231-5530) or at Connecticut Sexual Assault Crisis Services’ 24 hour hotline (888)999-5545.

Your Rights

1. You have the right to request confidentiality. If you file a report and would like to request confidentiality, the University will give serious consideration to that request. Only in rare situations will the University move forward with a Title IX investigation against the wishes of the Complainant. The Title IX Coordinator will consider several factors in deciding whether confidentiality will be honored, including the age of the Complainant, the pattern and severity of the misconduct, and whether there is a risk of safety to the Complainant and/or the USJ community. If the Title IX Coordinator determines it must proceed with a formal investigation based on these factors, the University will explain its reasoning to the Complainant.

2. You have the right to be notified of existing campus and community based medical, counseling, mental health services, advocates, information and referrals whether or not the crime is formally reported to campus or civil authorities.

3. You have the right to choose to report an incident of sexual misconduct to USJ Public Safety or local police. You also have the right to decline to inform USJ Public Safety or the Municipal Police of the sexual misconduct. The University will not contact law enforcement unless requested or unless there is a threat of immediate danger. You have the right to informally or formally report your incident to Title IX Coordinator (or deputy) and or Public Safety. You may decide to move from an informal report to a formal investigation at any time. You have the right to proceed simultaneously with a criminal investigation and Title IX investigation.

4. You have the right to accommodations regardless of whether you report the incident to the police or USJ public safety. The Complainant has the right to request that interim steps be taken to include but not limited to a change in living arrangements or other modifications to avoid forced contact with the alleged offender. A no contact letter is offered to students by USJ Public Safety whether or not they request the University to fully investigate the incident. Information is also given to the student about obtaining a restraining order from the court.

5. You have the right to a prompt and equitable internal disciplinary process. If you file a complaint with the University, you have the right to a fair and unbiased investigation. If you file a report, the investigation proceedings will be conducted in a timely manner with a resolution within 30 working days of the report. You may also stop the investigation at any time. You have the right to be informed of the status of the proceedings and to be notified in writing of the outcome of the investigation. If you believe the resolution of the investigation to be unfair, you may appeal the decision within two weeks of the resolution by contacting the Title IX Coordinator. For the full appeals policy, go to the TITLE IX: Sexual Misconduct, Domestic Violence, Relationships/Dating Violence, and Stalking Policy section of the Student Handbook.

Reporting Options

Reporting to Confidential Employees: “Confidential Employees” are those who are legally granted privileged communication and are not required to report sexual misconduct involving students to a Title IX Coordinator. Currently, these include employees in the Counseling and Wellness Center, the Office of Campus Ministry and Student Health Services. Additionally, community members can seek out assistance from an off-campus crisis center, which can maintain confidentiality. Faculty members and other University staff are *not* confidential resources and are required to contact a University Title IX coordinator.

Reporting to Responsible Employees (Non-Confidential): Responsible Employees are required to report to the University’s Title IX Coordinator all relevant details of which they have knowledge about an incident of alleged sexual misconduct involving any USJ student. Responsible employees include faculty and USJ staff members. This does not include counselors the campus minister or health services staff as these members are confidential employees.

Reporting Directly to Title IX Coordinator/Deputies: The Title IX coordinator and deputies are responsible for overseeing the prompt investigation and resolution of complaints of sexual misconduct.

Reports should be made to:

Title IX Coordinator: Deborah Spencer

860.231.5390 or dspencer@usj.edu

Role: Receiving/recording complaints, notifying appropriate Title IX Deputy/ies and other administrator/s, and tracking resolution.

Title IX Deputy: Paul Lombardo

860.231.5396 or plombardo@usj.edu

Role: Receiving and responding to all complaints involving students and other members of USJ community, including investigations

Title IX email address: Reports can also be sent to the Title IX email address: TITLEIX@usj.edu.

Reporting Anonymously: The University of Saint Joseph Public Safety Department recognizes the importance of allowing individuals reporting an incident to Public Safety to remain anonymous. The Public Safety Department utilizes an anonymous reporting tip line. The phone

number for the **Anonymous Tip Line** is 860.231.5742 or x5742 from any campus phone. The **Anonymous Tip Line** voicemail will be reviewed by the Director of Public Safety.

Sexual Misconduct Resources

Confidential Resources (On-Campus)

USJ Health Services

Location: Little Red House

Hours: Monday, Tuesday, Thursday, Friday, 8:30am – 4:30pm; Wednesday, 8:30am - 6:00pm
Open during the academic year; closed for winter and summer breaks.

Phone: 860.231.5530

Email: healthservices@usj.edu

Health services provides STD testing and will assist in arranging referral services for evidence collection and crisis counseling. Services are free and confidential.

USJ Counseling and Wellness Center

Offices are in The Little Red House

Hours: Monday – Friday, 8:30 a.m. – 4:30 p.m.

Telephone: 860.231.5530

School of Pharmacy - Trumbull Street Location

Hours: Every other Monday (off exam week) 10:00am-12:00noon Wednesdays 2:00pm-6:30 pm
Student Affairs Suite Room 339A (you may also email for appointment)

The Counseling and Wellness Center is open only during the academic year; closed for winter and summer breaks.

The Counseling and Wellness Center provides both immediate crisis intervention and counseling to recent or past victims of sexual violence. Services provided are free and confidential.

Reporting and Investigations (Non-Confidential)

USJ Public Safety Campus phone: x5222 Non-campus phone: 1.860.231.5222

Anonymous Tip Line: 860.231.5742

Located on the First Floor of McGovern

USJ Campus Safety is responsible for the timely investigation of all sexual misconduct complaints.

West Hartford Police Department (USJ Main Campus)

On campus phone dial: 9-911

Off campus dial: 911

103 Raymond Road West Hartford, CT 06107

Hartford Police Department (USJ School of Pharmacy)
Dial: 911
253 High St, Hartford, CT

Title IX Coordinators

Title IX Coordinator: Deborah Spencer, Director of Human Resources: (860)231-5390

Title IX Deputy: Paul Lombardo, Director of Public Safety: (860)231-5396

Title IX Deputy:

The Title IX coordinators are responsible for overseeing the investigation and resolution of complaints of sexual misconduct.

Non-Confidential Resources (On-Campus)

Office of Residential Life & Housing
860.231.5214

Second Floor of McGovern

Department of Residential Life staff members are knowledgeable about campus services and can help complainants receive assistance, including arranging changes in one's housing situation to avoid forced contact with the alleged offender.

Confidential Resources (Off-Campus)

Connecticut Sexual Assault Crisis Services, Inc.

info@connsacs.org

24-Hour Hot Line: 888.999.5545

All services are FREE and CONFIDENTIAL

Connecticut Sexual Assault Crisis Services (CONNSACS) provides a 24 hour hotline, information, referrals, advocacy for children and families, short-term counseling for complainants and their family members and support groups. CONNSACS will also accompany a complainant or meet them at the hospital to provide support.

Interval House

<http://intervalhousect.org/>

24 Hour Hotline: 860.527.0550

All Services are Free and Confidential

Interval house provides a 24 hour hotline, safety planning, domestic violence counseling, emergency shelter, support groups, legal advocacy, and programs for children.

Connecticut Coalition Against Domestic Violence

24-hour Statewide, Domestic Violence Hotline: 888.774.2900

Provides counseling services, support groups, emergency shelter and general support services. All services are free and confidential.

Non-Confidential Other Resources

Office of Victim Services

225 Spring St., Fourth Floor Wethersfield, Connecticut Call 711 or 1-800-833-8134

<http://www.jud.ct.gov/crimevictim/>

Office of Victim Services (OVS), Connecticut Judicial Branch, is the state's lead agency established to provide services to victims of violent crime. OVS contracts with non-profit and public organizations to provide services to crime victims. These services include, but are not limited to, information and referral, criminal justice support/advocacy, therapy, safety planning, group treatment/support, personal advocacy and assistance in filing applications for victim compensation.

Office of Victim Advocate

505 Hudson Street, 5th floor, Hartford, Connecticut 06106,

Email at: ova.info@ct.gov or <http://www.ct.gov/ova/site/default.asp>.

Call (860)550-6632 or Toll Free (CT) 1-888-771-3126

The Office of the Victim Advocate (OVA) is an independent state agency charged with the responsibility of protecting and enforcing the rights of crime victim's throughout the state of Connecticut. The OVA monitor's services provided to crime victims by state agencies and private entities; receives and investigates victims' complaints regarding their treatment in the criminal justice process. They can intervene in court cases to advocate for a crime victim when their rights have been violated. They make recommendations to the legislature, criminal justice professionals, and victim service providers for changes in state policies and laws to benefit crime victims. They also provide public education and outreach regarding services available to victims of crime and their families.



Chapter 5;

Sexual Misconduct Policy:



UNIVERSITY OF
SAINT JOSEPH
CONNECTICUT



CAMPUS SEXUAL MISCONDUCT RESOURCES

Your rights and what you need to know to obtain information, support and assistance options for sexual harassment, sexual assault, domestic violence, intimate partner violence and stalking.

For more information and the complete USJ Sexual Misconduct Policy visit: https://my.usj.edu/ics/Sexual_Misconduct/ or log into MyUSJ and select the Sexual Misconduct tab.

Emergency Response

- USJ Public Safety 860.231.5222
- 911
- West Hartford Police 860.523.5203
- Hartford Police 860.757.4000

Confidential Resources and Support - Students

USJ Services:

- Health Services 860.231.5530
- Counseling and Wellness Center 860.231.5530

For Medical Assistance:

- St. Francis Hospital 860.714.4000
- Hartford Hospital 860.545.5000

- Connecticut Sexual Assault Crisis Services 24 hr. hotline 888.999.5545
- Interval House Domestic Violence Services 24 hr. hotline 860.527.0550
- CT Coalition Against Domestic Violence 24 hr. hotline 888.774.2900

Confidential Resources and Support - Employees

- Employee Assistance 800.327.1850
- Connecticut Sexual Assault Crisis Services 24 hr. hotline 888.999.5545
- Interval House Domestic Violence Services 24 hr. hotline 860.527.0550
- CT Coalition Against Domestic Violence 24 hr. hotline 888.774.2900

Reporting Options – On Campus

- USJ Public Safety 860.231.5222
-
- Title IX Deputy Paul Lombardo 860.231.5396 plombardo@usj.edu
- Title IX Deputy Deborah Spencer 860.231.5390 dspencer@usj.edu
- For Title IX Questions or Concerns: TitleIX@usj.edu

Reporting Options – Off Campus

- West Hartford Police Department 911
- Hartford Police Department 911
- St. Francis Hospital Emergency Room 860.714.4000
- Hartford Hospital Emergency Department 860.545.0000

Review, Investigation and Resolution

- The University will assist any Complainant or Respondent in understanding the complaint process outlined in this policy. There are several options available to resolve reports of sexual assault, sexual harassment, dating violence, domestic violence, or stalking. These options include informal and formal processes. In general, the University, after consultation with Complainant, will pursue a thorough review or investigation.
- Complaints against students will be resolved under applicable provision(s) of the Code of Student Conduct.
- Complaints against employees will be resolved by the appropriate University process.
- The Dean of Students Office can assist with: interim measures, academic housing, or other accommodations, referrals and other needed support.
- Public Safety may issue a No-Contact Letter.

Title IX: Sexual Misconduct Policy

The University of Saint Joseph believes in the intrinsic value of all human beings. Moreover, it is committed to the full, peaceable participation of all of its members in the educational endeavor it fosters. The University is committed to maintaining a learning and living environment which is fair and respectful and will not tolerate any threats or acts of sexual harassment, sexual assault or sexual violence which are all a forms of sex discrimination that creates a hostile environment. A hostile environment occurs when the conduct interferes or limits a student's ability to participate in a school's program. The University has an obligation to consider the effects of off-campus conduct when evaluating whether there is a hostile environment in a University program of activity. Any reports of such behavior or action should be made to the Title IX Coordinator or Deputy:

- 📞 Deborah Spencer, Title IX Coordinator 860.231.5390, dspencer@usj.edu or
- 📞 Paul Lombardo, Title IX Deputy 860.231.5396, plombardo@usj.edu

Complaints can also be sent to TitleIX@usj.edu or made to the Office for Civil Rights, Boston Office, U.S. Department of Education, 8th floor, 5 Post Office Square, Boston, MA 02109-3921, 617.289-0111, OCR.Boston@ed.gov.

A report of sexual harassment, assault, violence or stalking will be taken seriously, promptly investigated and addressed. While respecting the rights of all parties involved, the safety and well-being of the complainant and the campus community are the University's primary concern. Appropriate action will be taken to discipline an offending party. The University of Saint Joseph maintains an on record sexual misconduct policy, a commitment to investigation, support, and protection of any involved parties, annually published security reports, as well as prevention initiatives.

Definition of Terms

Sexual Violence is any physical acts perpetrated against a person's will or where a person is unable to give consent. This includes all forms of sexual harassment including rape, sexual assault, sexual battery, and sexual coercion.

Sexual exploitation occurs when a student takes non-consensual or abusive sexual advantage of another for his/her own advantage or benefit or benefit or advantage another one other than the one being exploited, and that behavior does not otherwise constitute one of the other sexual misconduct offences. Examples include invasion of sexual privacy, non-consensual video or audio taping of sexual activity, engaging in voyeurism, exposing ones genitals and knowingly transmitting an STI or HIV to another student.

Intimidation implied threats or acts that cause an unreasonable fear of harm in another.

Economic abuse withholding economic resources to intimidate, threaten, or cause the victim to remain in a relationship because of lack of access to finances. Examples include but not limited to sabotaging employment opportunities and withholding money.

Emotional/Psychological Abuse any behavior verbal or non-verbal that the respondent does to control the complainant and or damage the complainant's emotional well-being. Examples include but not limited to name-calling, mocking, yelling or making humiliating remarks, monitoring phone calls, texts, or computer use.

Technological Abuse the use of technology to control, harass, intimidate, or stalk another person. Examples include hacking or logging into a victim's email or other electronic accounts without permission, installing tracking devices on cellphone, manipulation through social media, violation of information privacy and sending insulting or threatening emails or messages.

Hazing are acts likely to cause physical or psychological harm or social ostracism to any person with in the university community, when related to the admission, initiation, pledging, joining or any other group-affiliation activity.

Sexual harassment can be defined as **unwelcome conduct** of a sexual nature. This can include such actions as making unwelcomed sexual comments about appearance, clothing, or body parts.

Sexual assault is a sexual act committed or attempted against one's will. It includes a range of acts from unwelcome sexual touching to forced sexual intercourse. Sexual assault refers to any sexual act without the explicit consent of the recipient.

Stalking involves any behaviors or activities occurring on more than one occasion that collectively instill fear in the complainant and/or threaten her/his safety, mental health, and/or physical health. Such behaviors or activities may include, but are not limited to non-consensual communications (face to face, telephone, e-mail), threatening or obscene gestures, surveillance, or showing up outside the targeted individual's classroom or workplace.

Relationship/Dating Violence is a pattern of behavior in an intimate relationship that is used to establish power and control over another person through fear and intimidation. A pattern of behavior is typically determined based on the repeated use of words and/or actions and inactions in order to demean, intimidate, and/or control another person. This behavior can be verbal, emotional and/or physical.

Domestic Violence is a pattern of abusive behavior in any relationship that is used by one partner to gain or maintain power and control over another intimate partner. Domestic violence can be physical, sexual, emotional, economic, or psychological action or threats of actions that influence another person. This includes any behaviors that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure, or wound someone.

Coercion is unreasonable pressure for sexual activity. Coercion is the use of emotional manipulation to persuade someone to do something they may not want to do such as being sexual or performing certain sexual acts. Being coerced into having sex or performing sexual acts is not consenting to having sex and is considered sexual misconduct.

Consent is defined as clear, knowing and voluntary agreement by an individual of legal age. Silence, on its own, cannot be interpreted as consent. Neither relationship nor prior permission implies future consent. Someone who is incapacitated (i.e. from drugs, alcohol, being asleep, unconscious or because of an intellectual or other disability) cannot consent. Consent can be withdrawn at any time. Coercion, force or threat invalidates consent.

Force may include, but is not limited to, the use or display of a weapon, physical immobilization, threats, intimidation or coercion. Another example of force is psychological pressuring or any attempt to take advantage sexually of an individual under duress or incapable of making a decision on his or her own. This includes situations in which an individual is under the influence of alcohol, drugs, or otherwise physically incapacitated.

Know Your Options

An individual reporting an incident of sexual misconduct is considered the “complainant” and the individual who the incident is reported against is the “respondent”. The University encourages complainant of sexual harassment, assault, violence or stalking to talk to somebody about what happened – so the complainant can get the support they need, and so the University can respond appropriately. Different employees on campus have different abilities to maintain a victim’s confidentiality.

- Some are required to maintain near complete confidentiality; talking to them is sometimes called a “privileged communication.”
- All other employees are required to report all the details of an incident (including the identities of both the complainant and respondent) to the Title IX coordinator. A report of these employees (called “responsible employees”) constitutes a report to the University – and generally obligates the College to investigate the incident and appropriate steps to address the situation.

This policy is intended to make students aware of the various reporting a confidential disclosure options available to them – so they can make informed choices about where to turn should they become a complainant of sexual violence. The University encourages the complainant to talk to someone identified in one or more of these groups regardless if the respondent is an employee, student or a non-campus third party individual.

The Options

A. Privileged and Confidential Communications

Professional and Pastoral Counselors

Professional, licensed counselors and pastoral counselors (not including Campus Ministry employees) who provide mental-health counseling to members of the university community (and including those who act in that role under the supervision of a licensed counselor) are not required to report any information about an incident to the Title IX coordinator without a complainant's permission.

A complainant who speaks to a professional counselor must understand that, if the complainant wants to maintain confidentiality, the University will be unable to conduct an investigation into the particular incident or pursue disciplinary action against the respondent. Even so, these counselors will still assist the complainant in receiving other necessary protection and support, such as victim advocacy, academic support or accommodations, disability, health or mental health services, and changes to living, working or course schedules. A complainant who at first requests confidentiality may later decide to file a complaint with the University or report the incident to local law enforcement, and thus have the incident fully investigated. The counselors will provide the complainant with assistance if the victim wishes to do so.

B. Reporting to "Responsible Employees"

A "responsible employee" is a University employee who has the authority to redress sexual violence, who has the duty to report incidents of sexual violence or other student misconduct, or who a student could reasonably believe has this authority or duty. When a complainant tells a responsible employee about an incident of sexual violence, the complainant has the right to expect the University to take immediate and appropriate steps to investigate what happened and to resolve the matter promptly and equitably.

A responsible employee must report to the Title IX Coordinator all relevant details about the alleged sexual violence shared by the complainant and that the University will need to determine what happened – including the name(s) of the complainant and respondent(s), any witnesses, and any other relevant facts, including the date, time and specific location of the alleged incident. To the extent possible, information reported to a responsible employee will be shared only with people responsible for handling the University's response to the report. A responsible employee should not share information with law enforcement without the complainant's consent or unless the complainant has also reported the incident to law enforcement.

Before the complainant reveals any information to a responsible employee, the employee should ensure that the complainant understands the employee's reporting obligations – and, if

the complainant wants to maintain confidentiality, direct the complainant to confidential resources.

If the complainant wants to tell the responsible employee what happened but also maintains confidentiality, the employee should tell the complainant that the University will consider the request, but cannot guarantee that the University will be able to honor it. In reporting the details of the incident to the Title IX Coordinator, the responsible employee will also inform the Title IX Coordinator of the complainant's request for confidentiality. Responsible employees will not pressure a complainant to request confidentiality, but will honor and support the complainant's wishes, including for the University to fully investigate an incident. By the same token, responsible employees will not pressure a complainant to make a full report if the complainant is not ready to.

Certain campus officials have a duty to report sexual assault, domestic violence, dating violence and stalking for federal statistical reporting purposes (Clery Act). All personally identifiable information is kept confidential, but statistical information must be passed along to the Director of Public Safety regarding the type of incident and its general location (on or off-campus, in the surrounding area, but no addresses given) for publication in the annual Campus Security Report.

This report helps to provide the community with a clear picture of the extent and nature of campus crime, to ensure greater community safety. The information to be shared includes the date, the location of the incident (using Clery location categories) and the Clery crime category. This reporting protects the identity of the complainant and may be done anonymously.

Complainants of sexual misconduct should also be aware that University of Saint Joseph administrators must issue immediate timely warnings for incidents reported to them that are confirmed to pose a substantial threat of bodily harm or danger to members of the campus community. The University will make every effort to ensure that a complainant's name and other identifying information is not disclosed, while still providing enough information for community members to make safety decisions in light of the danger.

Good Samaritan Policy

The health and safety of University of Saint Joseph students are a main concern for the institution. All students are expected to be concerned community members for themselves and active bystanders for others. There may be times when a student is in a situation under the influence of alcohol or drugs where medical attention is necessary. Students have an ethical responsibility by contacting a Residence Life or Public Safety staff member for immediate assistance.

Students that request medical assistance on their own behalf or for another individual will not face disciplinary action due to this policy. Any student who contacts the above departments on behalf of another student will also not receive any disciplinary action unless they are in

violation of a major alcohol or drug policy. Under the Good Samaritan policy, the violation will be handled through an educational sanction instead of a disciplinary sanction.

Students will be granted to fall under the Good Samaritan policy only once. In order for this policy to apply to the student, she is required to read and abide by the protocol from the Transport Information and Release form. Repeat incidents will result in the student participating in the student conduct process. This policy does not negate any other policy violations in the Student Code of Conduct.

Reporting Procedures

Any member of the University of Saint Joseph Community who has experienced, witnessed as a bystander or learned about any sexual harassment, assault, domestic violence or stalking is encouraged on or off campus to contact the Title IX Coordinator/Deputy and/or Campus Safety. Reporting an act of sexual misconduct allows the institution to pursue safety and support for the complainant and the community. The complainant may request confidentiality, but should recognize this may limit the institution's ability to respond. Where the complainant provides consent, University personnel will strive to protect the privacy of any involved students during the reporting and investigation process. Where strict confidentiality is not possible, discernment and sensitivity will be used in sharing information on a need-to-know basis only.

If the University determines that it cannot maintain a complainant's confidentiality, the University will inform the complainant prior to starting an investigation and will, to the extent possible, only share information with people responsible for handling the University's response.

The safety and well-being of the complainant and the campus community are the institution's primary concern. It is the complainant's choice (if he or she is of legal age) whether to file a formal complaint with local law enforcement and/or the University at any point in the informal process. In addition the complainant may stop proceedings at any time.

In cases where University personnel have reason to believe an incident of sexual misconduct has occurred, the institution is legally obligated to investigate and respond. This may occur without the receipt of a formal complaint.

Title IX Coordinator/Deputy

The individuals responsible for Title IX compliance at the University of Saint Joseph are:

- 📧 Deborah Spencer, Title IX Coordinator, 860.231.5390, dspencer@usj.edu
(any complaint)
- 📧 Paul Lombardo, Title IX Deputy 860.231.5396, plombardo@usj.edu
(investigator)

A complaint can also be sent through email to TitleIX@usj.edu. Formal complaints of Title IX noncompliance (including sexual misconduct) should be reported to a Title IX coordinator, who will oversee the investigation, resolution, appeals process and any report of retaliation.

Complaints can also be made via the University's ethics line reporting at:
<https://secure.ethicspoint.com/domain/media/en/gui/33024/index.html>.

Anonymous Reporting

The University of Saint Joseph Public Safety Department recognizes the importance of allowing individuals reporting an incident to Public Safety to remain anonymous. The Public Safety Department utilizes an anonymous reporting tip line. The phone number for the **Anonymous Tip Line** is 860.231.5742 or x5742 from any campus phone. The **Anonymous Tip Line** voicemail will be reviewed by the Director of Public Safety. All calls will remain anonymous unless the caller states that they wish to be contacted.

Investigation Procedures

Upon receipt of a formal complaint, a timely investigation will be conducted. An investigation will begin within 10 working days* of the received complaint and may include, but is not limited to the following steps:

- Both complainant and respondent have equitable rights during the investigation (i.e. have the same opportunities to produce evidence or witness).
- Fact finding interview with the complainant (procedures will be based on the "preponderance of the evidence standard").
- Interviews or written statements from witnesses.
- Interview with the respondent with opportunity to respond to all allegations.
- Written record of all interviews and pertinent information (confidentially maintained).
- Mediation is not an appropriate final decision in these cases.
- Notice of a student's right to file a criminal complaint and a Title IX complaint simultaneously

University of Saint Joseph may take interim steps to ensure the safety and wellbeing of the complainant before the final outcome of the investigation. The complainant has the right to request that immediate interim steps be taken to include but not limited to a change in living arrangements or other modifications to avoid forced contact with the respondent. A respondent may be asked to change their work schedule, alter their academic schedule, withdraw from a class, be suspended or removed from campus housing and/or declared an unapproved guest on campus, pending the outcome of the investigation. Also, when deemed appropriate the University can issue a no-contact letter between the parties involved.

Unapproved guests are subject to additional University disciplinary action or arrest if found on campus. The conclusion of the investigation can be expected within 30 workdays* and will be communicated in writing to the complainant and the respondent.

Incidents involving respondents who are nonmembers of the University community will be processed according to local and state laws.

*Workdays are defined by the days the University is open for business.

Disciplinary Response

Where there is sufficient evidence to conclude that sexual misconduct has occurred, the resolution for a student respondent will include disciplinary action. This may include, but is not limited to:

- Written Apology
- Personal Accountability
- Issuance of a “No Contact Letter”
- Ban from Campus
- Counseling- a University Counselor staff member will administer counseling for a set amount of time. University Counselors may recommend additional counseling or testing if needed.
- Suspension
- Removal from campus housing, but not classes
- Voluntary Withdrawal from campus housing and classes
- Dismissal from campus housing and classes

Results of Disciplinary Procedures

Both the complainant and respondent will receive simultaneous written notification of the outcome of disciplinary hearing, sanctions (if imposed) and the institution’s appeal process. The University maintains records for seven years according to Clery requirements or a specific length of time based upon Connecticut law. The following records will be kept: informal and formal complaint, including individuals involved, investigative steps taken, documentation received, individuals interviewed, decisions reached and reason(s) for the decision(s) reached.

Appeal Procedures

If either student party believes the resolution of the investigation to be unfair or unsubstantiated, he or she may contact the Vice President of Student Affairs/Dean of Students to appeal this decision. An appeal will be processed through a hearing with the Student Appeals Board. An appeal of the findings must be requested within 2 weeks from the date on the original resolution letter. This request must be made to the Vice President of Student Affairs/Dean of Students, located on the 2nd floor of McGovern, 860.231.5737 or cbarnard@usj.edu.

It is important to note that the Student Appeals Board only holds a hearing if it appears that the student was not treated equitably and that the appropriate procedures were not followed. Specific information regarding the Student Appeals Board can be found in the Student Handbook.

Incidents involving respondents who are nonmembers of the University community cannot be appealed through University proceedings, but rather will be processed according to local and state laws.

All participants will be reminded during the hearing that their participation and testimony must remain confidential following the hearing. Committee members shall not discuss the case with anyone outside of the hearing.

Retaliation

The University of Saint Joseph strictly prohibits any form of retaliation against individuals who report sexual misconduct or assist in the investigation. Retaliation is any action that could be perceived as intimidation, hostility, harassment, retribution, threats or violence in connection with the report or investigation of an incident of sexual misconduct. The University will respond to retaliation as a separate incident.

Care after a Sexual Assault

Individuals who have been sexually assaulted will be treated with dignity, respect and should immediately consider the following important steps:

1. Get away from the attacker to a safe place as fast as you can.
 - On-campus students should call their Resident Coordinators/Resident Assistant immediately or go directly to the nearest emergency room.
 - Off-campus students are encouraged to call a trusted friend or a member of Counseling and Wellness Center and/or Student Health Services.
 - If immediate medical attention is needed, call Campus Safety at 860.231.5222 and they will call 911.
2. Seek medical care due to possible exposure to health risks.

Resources for Medical Attention

Complainants of sexual assault should seek treatment from hospitals that participate in the SAFE program. The SAFE program is a complainant services program that provides participating hospitals with 24/7 access to Sexual Assault Nurse Examiner (SANE) who are sexual assault forensic examiners and use “rape kits” to collect forensic evidence. Participating hospitals in Connecticut include: Saint Francis Hospital, Hartford Hospital, The Hospital of Central Connecticut (New Britain campus), Manchester Hospital, Middlesex Hospital, and Windham Hospital.

You can take a support person with you to the hospital. Also a sexual assault complainant advocate from Connecticut Sexual Assault Crises Services (ConnSACS) can accompany you or meet you at the hospital. Call 24 hours a day 888.999.5545 to request an advocate. Hospitals can also call and request an advocate for you.

Students may also seek treatment from the USJ’s Health Services located in the Little Red House on campus however this office does not complete the sexual assault evidence collection kit. To contact USJ Health Services call 860.231.5530.

Importance of Preserving Evidence/Before You Arrive at the Hospital

Hospital staff will ask to collect evidence. Whether or not you decide to have evidence collected, it is important that you DO NOT do the following prior to arriving at the hospital: change clothes, shower or bathe, douche, drink, eat, smoke, brush your teeth, use the bathroom unless absolutely necessary. Taking these precautions before the medical exam allows you to keep your legal options open as long as possible. These activities can destroy vital evidence. If you have not changed your clothes, bring a change of clothes with you. If you've changed your clothes since the assault, place the clothes you wore at the time of the attack in a paper bag (not plastic). Bring them with you to the emergency room. Let your nurse or doctor know you have them, and tell them if you have done anything else (washed, etc.) before you arrived.

Resources for preventable sexually transmitted diseases

Burgdorf Health Center, Hartford STD Clinic,
Disease Prevention and Health Promotion
131 Coventry Street, 1st Floor
860.757.4830 or 860.757.4772
No appointment necessary. Fee for service.

3. File a report with a Title IX coordinator, Campus Safety 860.231.5222 or West Hartford Police 860.523.5203.

4. Speak with a counselor either on campus at the Counseling and Wellness Center located in the Little Red House and also by calling (Monday – Friday 8:30am-4:30pm at 860.231.5530) or at:

Connecticut Sexual Assault Crisis Services, Inc.

96 Pitkin Street
East Hartford, CT 06108
info@connsacs.org

24-Hour Hot Line 888.999.5545

All services are FREE and CONFIDENTIAL and services provided include:

- Hotline Services 24 hours/day 7 days/week
- 24 hour crisis counseling
- Information & referral
- Advocacy for children and non-abusing parent
- Short-term counseling for complainants and their family and/or friends
- Support groups and more
- Community education programs dealing with sexual assault issues
- Community prevention programs dealing with safety concerns, etc.

Other Resources

Connecticut Coalition Against Domestic Violence

24-hour Statewide, Toll Free Domestic Violence Hotline 888.774.2900

For counseling services, support groups, emergency shelter and general support services, please call our 24-hour statewide, toll free domestic violence hotline at 888.774.2900 to be connected to the nearest domestic violence agency. An advocate can talk with you about your needs and help you identify shelters, programs and other resources. All services are free and confidential. Located at 912 Silas Deane Highway, Lower Level, Wethersfield, CT 06109 Phone: 860.282.7899 | Toll free (CT only): 800.281.1481 or <http://www.ctcadv.org/>.

Office of Victim Services

The Office of Victim Services (OVS), Connecticut Judicial Branch, is the state's lead agency established to provide services to victims of violent crime. OVS contracts with non-profit and public organizations to provide services to crime victims. These services include, but are not limited to, information and referral, criminal justice support/advocacy, therapy, safety planning, group treatment/support, personal advocacy and assistance in filing applications for victim compensation. For more information, call 711 or 1.800.833.8134; go to 225 Spring Street, Fourth Floor, Wethersfield, Connecticut; or <http://www.jud.ct.gov/crimevictim/>.

Office of Victim Advocate

The Office of the Victim Advocate (OVA) is an independent state agency charged with the responsibility of protecting and enforcing the rights of crime victim's throughout the state of Connecticut. *The OVA monitor's services provided to crime victims by state agencies and private entities; receives and investigates victims' complaints regarding their treatment in the criminal justice process. They can intervene in court cases to advocate for a crime victim when their rights have been violated. They make recommendations to the legislature, criminal justice professionals, and victim service providers for changes in state policies and laws to benefit crime victims. They also provide public education and outreach regarding services available to victims of crime and their families. For more information call 860.550.6632 or Toll Free (CT) 1.888.771.3126, go to 505 Hudson Street, 5th floor, Hartford, Connecticut 06106, or email at ova.info@ct.gov* <http://www.ct.gov/ova/site/default.asp>

Awareness and Education

The University of Saint Joseph recognizes that awareness and educational efforts are important steps in sexual assault prevention. The University commits to the following prevention initiatives:

- This and related policies are included in faculty, staff and student handbooks. The University's Student Handbook can be found online at: http://ww2.usj.edu/PDF/StudentServices/student_handbook14-15.pdf
- New students receive information and training prior to the 15th of October.
- Current students are reminded during residence hall meetings each fall of the dangers and prevalence of sexual assault.

- Brochures and information on sexual assault are made available in key locations including the Student Health Services, Counseling and Wellness Center and the Office of the Vice President/Dean of Students.
- Residence Life staff receives yearly training on responding to sexual assault.
- Student Leaders, athletes, CAE academic tutors receive by-stander training.
- Campus Safety provides escorts for any student crossing campus in the evening hours. Call 860.231.5222 to request this service.
- Emergency phones can be found throughout campus.
- Title IX myUSJ webpage.



Chapter 6;

Sexual Assault, Domestic Violence and Stalking Awareness and Prevention Activities

University of Saint Joseph, West Hartford, CT

Sexual Assault, Domestic Violence and Stalking Awareness and Prevention Activities

August 2014 - October 2015

	Date	Program Title	Audience	Presenter	Type of Programming
1.	8/19/14	Bystander Training	Student Leaders	Meredith Yuhas(CWC) and Mary Randazzo (ORL)	Bystander Intervention Primary Prevention Programming
2.	8/19/14	Situation Station	Student Leaders	Meredith Yuhas (CWC), Sarah Quish (CWC), Mary Randazzo (ORL), Tracy Lake(DOS)	Bystander Intervention Awareness Programming Primary Prevention Programming
3.	8/14	Sexual Assault Investigations	Staff from CWC, HR, HS, ORL, PS and SA	Paul Lombardo (PS)	Procedural Instruction on investigation of sexual related offenses
4.	8/23/14	Safety Presentation	Welcome Weekend First Years	WOW (Women of Wellness) and Beth Cocola(HS)	Bystander Intervention Awareness Programming Primary Prevention Programming
5.	9/10/14	Dealing with Students in Distress	HR New Employee Training	Sheila D'Agostino (CWC)	Awareness Programming Primary Prevention Programming
6.	10/2/14	Can I Kiss You Student Leader Training	Student Leaders	Mike Domitrz http://canikissyou.com/index.html	Bystander Intervention Primary Prevention Programming
7.	10/2/14	Can I Kiss You	First Years, Peer Mentors	Mike Domitrz http://canikissyou.com/index.html	Bystander Intervention Primary Prevention Programming
8.	10/9/14	Depression Screening Day	USJ Community	CWC Counselors and WOW	Primary Prevention Programming
9.	12/2/14	Handbook Update	All Employees	Deborah Spencer (HR)	Primary Prevention Programming
10.	12/3/14	Dealing with Students in Distress	HR New Employee Training	Sheila D'Agostino (CWC)	Primary Prevention Programming
11.	1/6/15	Title IX Training	Public Safety in-service	Deborah Spencer (HR)	Primary Prevention Programming

12.	1/8/15	Title IX Training	Public Safety in-service	Deborah Spencer (HR)	Primary Prevention Programming
13.	1/6/15	Investigations	Public Safety staff	Paul Lombardo	Procedural Instruction on criminal investigations and sexual related offenses
14.	1/8/15	Investigations	Public Safety staff	Paul Lombardo	Procedural Instruction on criminal investigations and sexual related offenses
15.	2/25/15	Resource Team Meeting	Resource Team	Interval House and YWCA presented	Primary Prevention Programming
16.	2/25/15	YWCA Tabling	USJ Community	Chelsea Culvert (YWCA)	Awareness Programming Primary Prevention Programming
17.	3/4/15	Title IX	HR New Employee Training	Deborah Spencer (HR)	Primary Prevention Programming
18.	3/4/15	Dealing with Students in Distress	HR New Employee Training	Sheila D'Agostino (CWC)	Primary Prevention Programming
19.	3/11/14	University Commitment Email	All USJ Students	Cheryl Barnard (VP Student Affairs/ DOS)	Primary Prevention Programming
20.	3/2015	"Private Violence" Showing	USJ Community	Catherine Hoyser (Faculty)	Primary Prevention Programming
21.	3/25/15	Get Yourself Tested	USJ Community	WOW and Beth Cocola (HS)	Primary Prevention Programming
22.	3/26/15	STD Roulette	USJ Community	WOW and Beth Cocola (HS)	Primary Prevention Programming
23.	4/7/15	Personal Safety Training (Self-Defense)	USJ Community	Empower the Girls Class by SAM Training LLC & Sarah Quish (CWC)	Bystander Intervention Awareness Programming Primary Prevention Programming
24.	4/13/15	Don't Mix this - Alcohol Awareness	USJ Community	WOW Team and Sarah Quish (CWC)	Awareness Programming Primary Prevention Programming
25.	4/20/15	Take Back the Night, Showing "Hunting Grounds"	USJ Community and Guests	Marcy Carlone (Faculty) and Paul Lombardo	Primary Prevention Programming
26.	4/21/15	Safe Hour	USJ Community	CONNSACS/YWCA 3 counselors &	Primary Prevention Programming

				Meredith Yuhas (CWC)	
27.	4/21/15	Safe On-line Dating pt 1	USJ Community	WOW Team	Awareness Programming Primary Prevention Programming
28.	4/21/15	Safe On-line Dating pt 2	USJ Community	WOW Team	Awareness Programming Primary Prevention Programming
29.	5/12/15	Interpersonal Violence Prevention/Title IX Training	Student Leaders	Meredith Yuhas (CWC)	Bystander Intervention Primary Prevention Programming
30.	5/13/15	Resource Jeopardy	Student Leaders	Sarah Quish (CWC) and Mary Perleoni (CWC GA)	Awareness Programming Primary Prevention Programming
31.	6/3/15	Title IX	HR New Employee Training	Deborah Spencer (HR)	Primary Prevention Programming
32.	6/3/15	Dealing with Students in Distress	HR New Employee Training	Meredith Yuhas (CWC)	Primary Prevention Programming
33.	7/29/15	Sexual Assault Investigations for Higher Ed.	CT IACLEA, ORL staff, PS staff	Vicki Melchiorre, Hartford State's Attorney's Office	Investigation of sexual related offenses on College campuses
34.	8/14/15	Sexual Assault Investigations	Resident Assistants	Paul Lombardo (PS)	Procedural Instruction on investigation of sexual related offenses
35.	8/18/15	Dealing with Students in Distress	Student Leaders	Meredith Yuhas (CWC)	Primary Prevention Programming
36.	8/19/15	Bystander Training	Student Leaders	Jennifer Oliver (CONNSACS)	Bystander Intervention Primary Prevention Programming
37.	8/20-10/1/15	Addressing Sexual Misconduct on Campus	Adjunct, off site Responsible Employees	Online remote version Rosie Wright (HR)	Primary Prevention Programming
38.	8/22/15	Interpersonal Violence Prevention	First Years OL, Peer Mentors, WOW	Meredith Yuhas(CWC) and Paul Lombardo (PS)	Awareness Programming Primary Prevention Programming
39.	8/22/15	Handout – 2 sided card on Bystander and Sexual Assault	First Years	In Folders	Primary Prevention Programming

40.	8/23/15	Bystander Training	First Years OL, Peer Mentors,	Jennifer Oliver (CONNSACS)	Bystander Intervention Primary Prevention Programming
41.	8/31/15	Addressing Sexual Misconduct on Campus	Gengras Center Responsible Employees	Rosie Wright (HR)	Primary Prevention Programming
42.	9/1/15	Addressing Sexual Misconduct on Campus	School for Young Responsible Employees	Rosie Wright (HR)	Primary Prevention Programming
43.	9/9/15	Addressing Sexual Misconduct on Campus	Responsible Employees	Rosie Wright (HR)	Primary Prevention Programming
44.	9/10/15	Addressing Sexual Misconduct on Campus	Responsible Employees	Rosie Wright (HR)	Primary Prevention Programming
45.	9/15/15	Addressing Sexual Misconduct on Campus	Responsible Employees	Rosie Wright (HR)	Primary Prevention Programming
46.	9/18/15	Addressing Sexual Misconduct on Campus	Responsible Employees	Rosie Wright (HR)	Primary Prevention Programming
47.	9/21/15	Addressing Sexual Misconduct on Campus	Education/G rad, Health, Natural Sciences Faculty Responsible Employees	Rosie Wright (HR)	Primary Prevention Programming
48.	9/16/15	Dealing with Students in Distress	HR New Employee Training	Sarah Quish (CWC)	Primary Prevention Programming
49.	9/25/15	Dealing with Students in Distress	HR New Employee Training	Sheila D'Agostino (CWC)	Primary Prevention Programming
50.	9/25/15	Title IX	HR New Employee Training	Deborah Spencer (HR)	Primary Prevention Programming
51.	9/29/15	Bob Hall	Student Affairs Staff	Bob Hall – outside presenter	Primary Prevention Programming
52.	9/29/15	Bob Hall	First Years, Peer Mentors,	Bob Hall – outside presenter	Bystander Intervention Awareness Programming Primary Prevention Programming

53.	10/15/15	Resource Team Meeting	HEA Committee	Meredith Yuhas (CWC)	Awareness Programming Primary Prevention Programming Primary Prevention Programming
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KEY:

CWC - Counseling and Wellness Center

HR – Human Resources

HS – Health Services

ORL - Office of Residential Life

PS- Public Safety

SA - Student Affairs



Chapter 7;

University of Saint Joseph **Resource Team Members** **2014-2015**

University of Saint Joseph Resource Team Members 2014-2015

Title IX Coordinators

Title IX Coordinator
Ruth Foxman
Executive Assistant to the President/
Secretary to the Board of Trustees
860.231.5221 - rfoxman@usj.edu

Deputy Coordinator
Deborah Spencer
Director of Human Resources
860.231.5390 - dspencer@usj.edu

Deputy Coordinator
Paul Lombardo
Director of Public Safety
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USJ Members

Cheryl Barnard, Ph.D.
Vice President-Student Affairs/Dean of Students
860.231.5737 - cbarnard@usj.edu

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Director of Health Services
860.231.5272 - ecocola@usj.edu

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Director of Counseling and Wellness Center
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slalor@usj.edu

Sarah Quish, LCSW
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Debbie Fiske
Associate Athletic Director, Athletics
860.231.5423 - dfiske@usj.edu

Community Members

Chelsea Culbert, Interim Advocate, YWCA/SACS
860.225.4681 ext.257 - cculbert@ywcaneubritain.org

Rosemary Padin, Director of Development, Interval House
860.246.9149 ext. 338 - rosemary.padin@intervalhousect.org

Vicki Melchiorre, Senior Assistant State's Attorney Office Hartford
860.566.3190 - vicki.melchiorre@ct.gov

Community Trainers

David Rivera, Community Relations Coordinator, Interval House
860-645-4034, Ext. 301 - david.rivera@intervalhousect.org

Jennifer Oliver, Community Educator, YWCA/SACS
860.225.4681 ext.203 - joliver@ywcaneubritain.org

USJ RESOURCE TEAM MEETING

FEBRUARY 25, 2015

AGENDA

9:00 am - 9:30 am

Welcome

Meredith Yuhas, PhD
Director, Counseling and Wellness Center
Chair, HEA Committee

Cheryl Barnard, PhD
Vice President for Student Affairs/
Dean of Students

Compliance Efforts

Polices and Additional Handouts

9:30 am - 10:00am

Getting to know the team

10:00 am - 11:00 am

*Responding to Domestic Violence and
Stalking*

David Rivera, Interval House

11:00 am - 12:00 pm

Responding to a Sexual Assault

Jennifer Oliver, YWCA/SACS



Chapter 8;

University of Saint Joseph **Resource Team Members** **2015-2016**

University of Saint Joseph Resource Team Members 2015-2016

Title IX Coordinators

Title IX Coordinator
Deborah Spencer
Director of Human Resources
860.231.5390 - dspencer@usj.edu

Deputy Coordinator
Tracy Lake, MA
Asst. Dean of Student Affairs, Student Leadership
Development
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Deputy Coordinator
Paul Lombardo
Director of Public Safety
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USJ Members

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Director of Counseling and Wellness Center
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Women of Wellness Team Leader
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Roselyn Wright
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Human Resources
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Community Members

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Vicki Melchiorre, Senior Assistant State's Attorney Office Hartford
860.566.3190 - vicki.melchiorre@ct.gov

USJ RESOURCE TEAM MEETING

OCTOBER 15, 2015

AGENDA

9:00 am - 9:30 am

a. Welcome

Meredith Yuhas, PhD
Director, Counseling and Wellness
Center
Chair, HEA Committee

Cheryl Barnard, PhD
Vice President for Student Affairs/
Dean of Students

b. Update on Compliance Efforts

*c. Getting to know the team – New
Members*

9:30 am - 11:15am

View Movie “The Hunting Ground”

11:15 am - 12:00 pm

*Discuss Victim Centered Response on USJ
Campus*



Appendices:



Appendix I;
Interval House – MOU

AGREEMENT**Between****Interval House****And****University of Saint Joseph**

This Agreement is entered into by Interval House/hereinafter referred to as "The Organization" and University of Saint Joseph/hereinafter referred to as "The University." This Agreement formalizes the commitment of the parties to work together to provide trauma-informed services to student and employee victims of domestic violence and stalking and to improve the overall response to domestic violence and stalking at University of Saint Joseph. The parties share the goal of preventing domestic violence and stalking on the campus and in the community and responding appropriately to students and employees who are victims of domestic violence and stalking.

I. Description of the Partner Organization

- The Agency is a non-profit, community-based organization which has a primary area of focus the provision of services to individuals who are victims of domestic violence, and their children. The Agency provides free, confidential prevention and intervention services and support to include 24-hour hotline, emergency safe housing, risk assessment, counseling, court-based victim advocacy, information and referral.
- University of Saint Joseph was founded in 1932 by the Sisters of Mercy in the Roman Catholic tradition and serves approximately 2,600 students. Its mission, provides a rigorous liberal arts and professional education for a diverse student population while maintaining a strong commitment to developing the potential of women. The University is a community which promotes the growth of the whole person in a caring environment that encourages strong ethical values, personal integrity and a sense of responsibility to the needs of society.

II. History of Collaboration

The University and The Organization have collaborated for many years to provide information to students about domestic violence and stalking, to organize educational programs for students and as an internship/practicum location for University students. This Agreement builds on the previous collaboration to provide services to victims and training to additional school officials as resources and capacity allow.

III. The Role of The Organization

The Organization agrees to:

- a) Appoint a qualified staff member to focus on making services accessible to and appropriate for students and employees referred by The University.

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- b) Continue to make 24-hour domestic violence hotline numbers available in both English and Spanish to students and employees of The University.
- c) Provide confidential crisis intervention, counseling, information and referral, and legal advocacy as requested by students and employees.
- d) Provide students and employees of The University with information on reporting options, including how to file a complaint with The University, how to report a crime to campus or local law enforcement and offer to assist students throughout the process.
- e) Meet with The University's Title IX Coordinator or designee to share information about the needs of victims, trends in domestic violence and/or stalking services provided, additional services that are needed by students and employees and the effectiveness of The University's domestic violence and/or stalking prevention and response program.
- f) In coordination with The University, if needed, provide training opportunities to The University student services staff, officials involved in student conduct proceedings, and The University on the incidence and prevalence of domestic violence and stalking, types of domestic violence and stalking, the effects of domestic violence and stalking on victims, the crimes of family violence and stalking, orders of protection, the neurobiology of trauma as it relates to victims, safety planning and appropriate methods for interviewing and communicating with victims.
- g) Assist The University, if needed, with the development and provision of prevention and training to faculty, students and school officials.
- h) Participate, where feasible, in The University Campus Resource Team or other coordinated team efforts, as deemed appropriate.

IV. The Role of University of Saint Joseph

University of Saint Joseph agrees to:

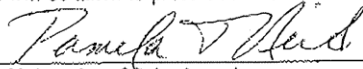
- a) Appoint a qualified staff member to serve as the liaison with The Organization.
- b) Provide training to The Organization staff about on-campus resources that are available to student and employee victims of intimate partner violence and stalking; the federal and state requirements for colleges in responding to domestic violence and stalking; reporting procedures for victims who wish to file a report with campus security and/or a complaint with The University officials; the student code of conduct and disciplinary process; and the educational accommodations that can be provided to victims of domestic violence.
- c) Provide printed and online materials about reporting options for students and employees, including information about how to file a complaint with The University and how to report a crime to local law enforcement.
- d) Inform The Organization about the reporting obligations of The University employees and identify those school employees with whom students can speak confidentially (and any exceptions to that confidentiality.)
- e) Inform The Organization about The University prohibitions on retaliation, how allegations of retaliation can be reported, and what protections are available for students who experience retaliation.
- f) Ensure availability of the Title IX Coordinator or designee to meet with The Organization.
- g) Collaborate with The Organization on prevention approaches and activities.

- h) Conduct victim satisfaction surveys or use other methods to assess the effectiveness of the services provided to students and employees.
- i) Optional: Provide confidential office/meeting space for The Organization staff to meet with faculty, staff and students.

V. Confidentiality

The Organization and The University affirm the importance of providing students with options for confidential services and support. All services provided by The Organization to students and employees of The University will be kept confidential except in the following circumstances:

- a) If the student or employee wants information shared with The University or campus security, campus or local law enforcement, the Organization will obtain informed consent for release of information. When releases of information are required, they will be written, informed, and reasonably time-limited.
- b) The University is committed to maintaining the privacy of student record information, consistent with the law, especially with respect to matters pertaining to sexual violence. The Family Educational Rights and Privacy Act (FERPA) requires that the College/University not provide access to or disclose personally identifiable student information maintained in College/University records without the prior written consent of the student, unless access or disclosure is permitted or required pursuant to the limited provisions of FERPA that permits access or disclosure to such information without the student's prior written consent."
- c) If the federal or state law requires disclosure because there is an imminent risk of harm to self or others, the University Title IX Coordinator will determine 1) who will be notified, 2) in what form, 3) what information will be provided to the victim regarding this disclosure; and 4) what steps will be taken to protect the victim from the imminent risk.

By: 
President, University of Saint Joseph

Date: 11/21/14

By: 
Executive Director, Interval House

Date: 12/2/14



Appendix II;

YWCA – MOU

AGREEMENT

Between

JS
~~Sexual Assault Crisis Service (SACS)~~ YWCA New Britain

And

JS
University of Saint Joseph

This Agreement is entered into by ~~Sexual Assault Crisis Service (SACS)~~ YWCA New Britain (herein after referred to as "The Agency") and University of Saint Joseph (hereinafter referred to as "~~The College~~" / "The University."). The Agreement formalizes the commitment of the parties to work together to provide trauma-informed services to student and employee victims of sexual violence and to improve the overall response to sexual violence at University of Saint Joseph. The parties share the goal of preventing sexual violence on the campus and in the community and responding appropriately to students and employees who are victims of sexual violence.

I. Description of the Partner Agencies

- The Agency is a non-profit, community-based organization dedicated to the elimination of sexual violence in all its forms. The Agency provides free, confidential and empowerment based sexual assault crisis and advocacy services including a 24-hour hotline, individual counseling, medical and legal accompaniment and support, and community education and training programs.
- University of Saint Joseph was founded in 1932 by the Sisters of Mercy in the Roman Catholic tradition and serves approximately 2,600 students. Its mission, provides a rigorous liberal arts and professional education for a diverse student population while maintaining a strong commitment to developing the potential of women. The University is a community which promotes the growth of the whole person in a caring environment that encourages strong ethical values, personal integrity and a sense of responsibility to the needs of society.

II. History of Previous Collaboration

The University of Saint Joseph and The Agency have collaborated for a number of years to provide information to students about sexual violence, organize educational programs to address sexual violence and as an internship/practicum location for University students. In recent years, The Agency has attended and supported 2-3 educational programs a year including provided monthly informational tabling during the academic year for students at University of Saint Joseph. They have also provided professional consultation/training University of Saint Joseph staff. This MOU builds on the previous collaboration to provide services to victims and training to additional school officials as resources and capacity allow.

III. The Role of The Agency

The Agency agrees to:

- a) Appoint a qualified staff member to focus on making services accessible to and appropriate for students and employees referred by The University.

- b) Continue to make the 24-hour sexual violence hotline service numbers in both English and Spanish available to students and employees of The University.
- c) Provide confidential crisis intervention, counseling, information and referral, and accompaniment to medical and legal services as requested by students and employees.
- d) Provide students and employees of The University with information on reporting options, including how to file a complaint with The University how to report a crime to campus or local law enforcement and offer to assist students throughout the process.
- e) The Agency will provide, where feasible, The University the number of college students served on either a semester or academic year basis, to assist The University. No personally identifying information will be provided.
- f) Meet regularly with The University Title IX Coordinator or designee to share information about: the needs of victims, trends in sexual violence services provided, additional services that are needed by students and employees and the effectiveness of The University sexual assault prevention and response program.
- g) In coordination with The University and the Connecticut Sexual Assault Crisis Services (CONNSACS), provide training opportunities, if needed, to The University student services staff, officials involved in student conduct proceedings, and The University campus security on the incidence and prevalence of sexual violence, myths about sexual violence, the physical and emotional effects of sexual violence on victims, the neurobiology of trauma and appropriate methods for interviewing and communication with victims.
- h) Assist The University, if needed, with the development and provision of prevention and programming and training to faculty, students and school officials. *Some fees may apply for training (RS)*
- i) Participate, where feasible, in The University Resource Team, as deemed appropriate.

IV. The Role of [Insert "The College"/"The University"]

The University agrees to:

- a) Appoint a qualified staff member to serve as a liaison with The Agency.
- b) Provide training to The Agency staff about: on-campus resources that are available to student and employee victims of sexual violence; the federal and state requirements for colleges and universities in responding to sexual violence; reporting procedures for victims who wish to file a report with campus security and/or a complaint with The University officials; the student code of conduct and disciplinary process; and the educational accommodations that can be provided to victims of sexual violence.
- c) Provide the printed and online materials that are available for students regarding reporting options for students and employees, including the information provided to them on how to file a complaint with The University and how to report a crime to local law enforcement.
- d) Inform The Agency about the reporting obligations of The University employees and identify those The University employees, if any, with whom students can speak confidentially (and any exceptions to that confidentiality.)
- e) Inform The Agency about The University's prohibitions on retaliation, how allegations of retaliation can be reported and what protections are available for students who experience retaliation.
- f) Ensure availability of the Title IX Coordinator or designee to meet regularly with The Agency Coordinator, including for the purpose of facilitating referrals for confidential services.
- g) Collaborate with The Agency on prevention approaches and activities.
- h) Conduct victim satisfaction surveys or use other methods to assess the effectiveness of the services provided to students and employees by The University.
- i) Optional: Provide office/meeting space for The Agency staff to meet with faculty, staff and students, *when feasible.*

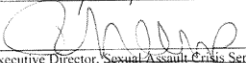
V. Confidentiality

The Agency and The University mutually affirm the importance of providing students with options for confidential services and support. All services provided by The Agency to students and employees of The University will be kept confidential in accordance with state statute C.G.S. Section 52-146(k) and the confidentiality policies of The Agency, except in the following circumstances:

- a) If the student or employee wants information shared with The University or campus security, campus or local law enforcement, The Agency will obtain informed consent for the release of information. When releases of information are required, they will be written, specific, and reasonably time-limited.
- b) The University is committed to maintaining the privacy of student record information, consistent with the law, especially with respect to matters pertaining to sexual violence. The Family Educational Rights and Privacy Act (FERPA) requires that the College/University not provide access to or disclose personally identifiable student information maintained in College/University records without the prior written consent of the student, unless access or disclosure is permitted or required pursuant to the limited provisions of FERPA that permits access or disclosure to such information without the student's prior written consent.

By: 
President, University of Saint Joseph

Date: 11/21/14

By: 
Executive Director, Sexual Assault Crisis Service (SACS) YWCA New Britain

Date: 3/3/15



Appendix III;

Campus Safety; Workplace and Campus Violence Prevention and Weapon Policies:

III. WORK PRACTICES

A. CAMPUS SAFETY

(revised 1/1/2012)

Safety is a major concern for everyone on campus, and the University strives to provide an ideal environment for learning, working and living. The University has instituted numerous policies and procedures to enhance security. Public Safety and Emergency policies and procedures are maintained up-to-date on the University's website, and all employees are required to read and comply with these policies and procedures.

Members of the University community have a responsibility to use the security procedures and services available and must be accountable for their own well-being and also for the welfare of others. The University urges all members of the community to participate in maintaining campus safety by promptly reporting any suspicious circumstances, accidents or criminal activity to the Department of Public Safety.

The University provides information to employees about workplace safety and health policies and issues through the University website, as well as other internal communication channels such as supervisor-employee meetings, e-mails, bulletin board postings, memos, and other written communications. It is the employee's responsibility to read and comply with these notices.

Workplace Injuries

In the case of an accident that results in an injury, no matter how insignificant the injury may appear, employees must notify the appropriate supervisor and the Public Safety department as soon as possible, but not more than 24 hours, after the injury occurs. Such reports are necessary to comply with laws and initiate insurance and Workers' Compensation benefits.

The Department of Public Safety

The Department of Public Safety provides security and other services for the main campus, School of Pharmacy and The School for Young Children. Public Safety Officers are trained in areas applicable to their position in a college setting and their orientation is towards service, prevention and detection. Officers are trained to solve problems and will assist employees and students in any way possible. Officers patrol the campus constantly and are here for the benefit of all members of the campus community. Employees are encouraged to call upon them for assistance.

The Safety Committee

The Campus Safety Committee meets regularly to address issues concerning the health and safety of the campus community. The committee is comprised of faculty, staff and students and is chaired by the senior Public Safety administrator. Health and safety issues to be addressed by the committee can be communicated to the senior Public Safety administrator.

Personal Safety

The main campus is an open campus, meaning there are no outer protective boundaries and the campus is easily accessible to individuals not affiliated with the University. The School of Pharmacy is secured and accessed through card keys; Public Safety is available only as scheduled at the School of Pharmacy campus. Faculty, staff, and students working in their offices, classrooms and laboratories at either campus are encouraged to follow these personal safety recommendations:

- Report any suspicious persons to Public Safety immediately;
- Lock valuables in a file cabinet or desk when at work;
- Lock office doors even if leaving for a brief period of time;
- Notify Public Safety when you are working late, on weekends or holidays;
- Lock windows and doors when you leave for the day.

Escort

Public Safety offers a campus escort service on the main campus to all members of the University community. Contact Public Safety and a Public Safety Officer will gladly escort you anywhere on campus.

Emergency Blue Lights

There are Emergency Blue Lights located on the main campus. When utilized, these phones will automatically dial Public Safety, announce the caller's exact location to the Public Safety Officer and activate the flashing blue light on top of the tower. The caller may then speak with the Officer and provide the necessary details regarding your situation.

Fire Alarms

If the fire alarm sounds, all persons are required to immediately leave the building and keep a safe distance away from the building. The West Hartford or Hartford Fire Department and the Department of Public Safety will be notified automatically. Do not use elevators when evacuating a building.

Calling 911

Any situation in which life, physical well-being or property is in immediate jeopardy constitutes an emergency. In determining whether to call 911 in an emergency, employees should exercise judgment on the side of caution. If there is a question about the need for help, the employee should call for it.

When calling 911, the employee should be prepared to provide the dispatcher with as much information as possible about the emergency including exact location, type of emergency, extent of injuries, number of people involved, etc. Do not hang up the phone unless instructed to by the dispatcher or if your own personal safety is in jeopardy.

After calling 911, and if able to do so safely, the employee should contact Public Safety so that a Public Safety Officer can assist in directing emergency personnel to the appropriate location on campus.

Uniform Campus Crime Report (UCCR)

The Federal Student Right-to-Know and Crime Awareness and Campus Security Act of 1990 is federal legislation requiring colleges and universities to disclose certain timely and annual information about campus crime and security policies. All public and private institutions of

post-secondary education participating in federal student aid programs are required to provide this information.

The UCCR is available from the Department of Public Safety. All enrolled students and current employees are notified of the report's availability and paper copies are available from the Department of Public Safety. In addition, Incident Logs and Campus Safety Alerts are available for review upon request.

The Department of Public Safety is the central reporting center for possible criminal offenses that occur on campus. Community members are encouraged to report all crimes and public safety related incidents in a timely manner. Reporting incidents will aid in providing timely advisories to the community, when appropriate, and will ensure inclusion of the incident in the annual disclosure of crime statistics for the institution. The University allows victims or witnesses to report crimes on a voluntary confidential basis for inclusion in the annual disclosure of crime statistics.

Safety Awareness & Training

The University of Saint Joseph has established an employee safety program which includes communications regarding potential hazardous conditions, material safety data sheets (MSDS), an employee safety handbook and employee training. Copies of these materials are available from the Department of Public Safety.

Employees with job duties that require safety training receive training within a timely manner upon employment and on an annual basis thereafter, as required. Employees whose jobs do not require training but would like to attend a program will be accommodated on a space available basis.

III. WORK PRACTICES

B. WORKPLACE AND CAMPUS VIOLENCE PREVENTION

The University is committed to preventing campus and/or workplace violence and to maintaining a safe work environment. The college has adopted the following guidelines to deal with intimidation, harassment, or other threats of violence or actual violence that may occur on its premises or related to its affairs.

All employees and community members should be treated with courtesy and respect at all times. Employees are expected to refrain from fighting, "horseplay," or other conduct that may be dangerous to others. Firearms, weapons, and other dangerous or hazardous devices or substances are prohibited from the premises of the college.

Conduct that threatens, intimidates, or coerces another employee, a student, or a member of the public will not be tolerated. This prohibition includes all acts of harassment, including harassment that is based on an individual's gender, race, age, sexual orientation, religion or any characteristic protected by federal, state, or local law.

All threats of violence or actual violence, both direct and indirect, should be reported as soon as possible to Public Safety, the employee's immediate supervisor, and/or any other member of management. This includes threats by employees, as well as threats by students, vendors, solicitors, or other members of the public. When reporting a threat of violence, the employee should be as specific and detailed as possible.

All suspicious individuals or activities should also be reported as soon as possible to a supervisor. Employees should not place themselves in peril by trying to intercede or see what is happening during a potentially violent situation.

The University will promptly and thoroughly investigate all reports of threats of violence or actual violence and of suspicious individuals or activities. The identity of the University employee making a report will be protected as much as is practical. In order to maintain workplace safety and the integrity of its investigation, the University may suspend employees, either with or without pay, pending investigation.

Anyone determined to be responsible for threats of violence or actual violence or other conduct that is in violation of these guidelines will be subject to prompt disciplinary action up to and including termination of employment.

The University encourages employees to bring their disputes or differences with other employees to the attention of their supervisors and/or the Human Resources Department before the situation escalates. Employees who have been threatened with violence by people outside of the University community (e.g., family members) are encouraged to notify Public

Safety of these concerns. The University is ready to assist in the resolution of employee disputes, and will not discipline employees for raising honest concerns.

III. WORK PRACTICES

C. WEAPONS

The University of Saint Joseph takes the safety of its employees and students very seriously, and therefore all weapons are prohibited from campus. Weapons such as firearms, knives, explosives, handguns, or fireworks of any kind are not permitted on the University of Saint Joseph campus, including in employees' personal vehicles. Firearms include but are not limited to pistol, revolver, shotgun, machine gun, rifle, fire caps, explosive devices, fireworks and similar items. This prohibition includes the possession of all weapons, whether or not a permit might have been issued under the law for ownership, possession, or use.



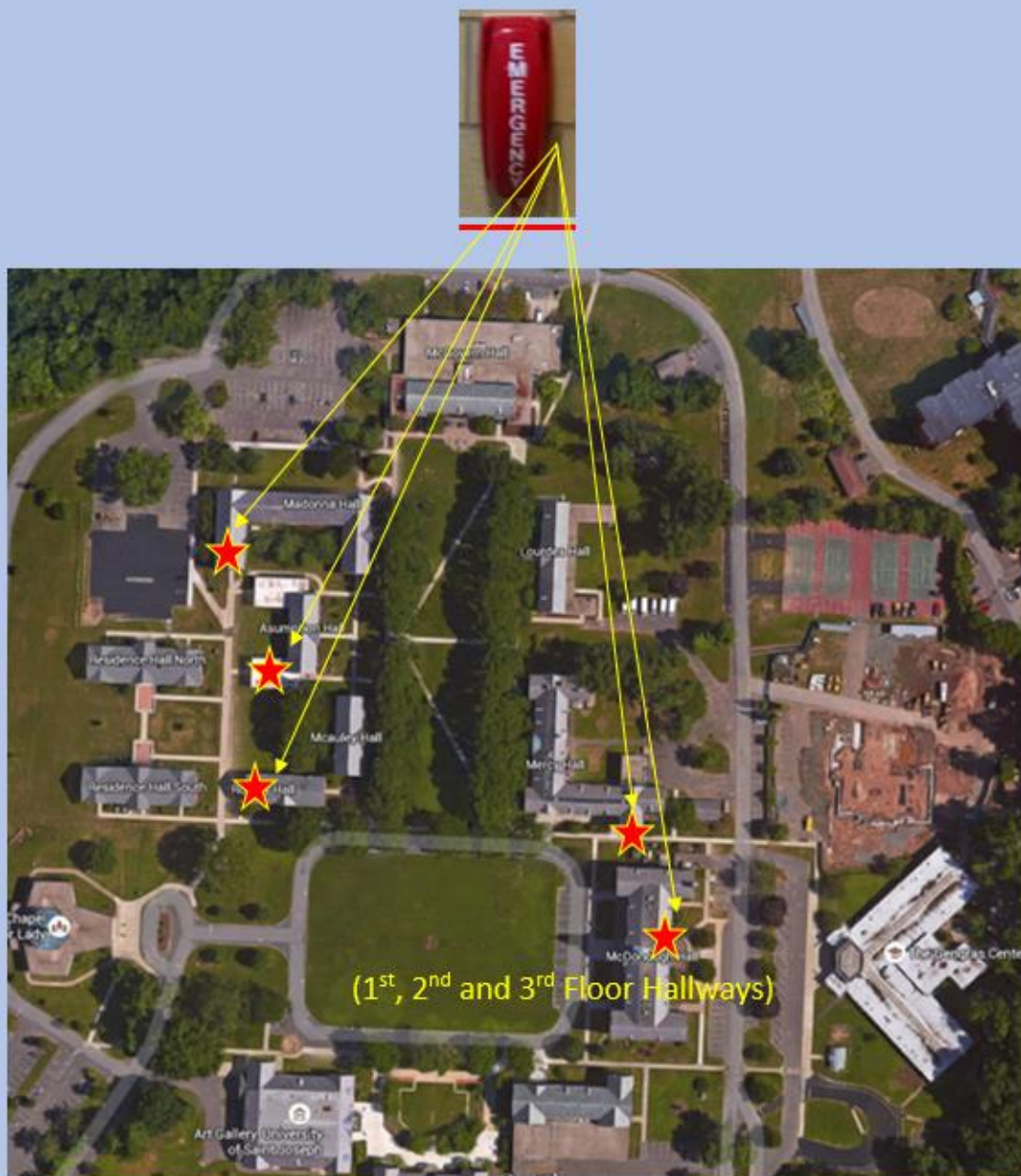
Appendix IV;

Locations of Campus Blue Lights, Public Safety Emergency Telephones and 911 Telephones:

**Blue Light:****Location:**

Number 1	Assumption walkway, in between Assumption Hall and North Hall
Number 2	Chapel Parking lot, in the middle of the parking lot
Number 4	Library Parking lot, by the walkway to the Pope Pius XII Library
Number 5	Library patio, on the front side of the Pope Pius XII Library
Number 6	Madonna Hall, on the north side of the building by the parking lot
Number 7	McGovern/O'Connell walkway
Number 8	Mercy Hall – rear by the walkway
Number 9	Athletic fields
Number 10	Rosary Hall, by the circle
Number 11	North Parking lot, on the west side of Madonna by the parking lot





University of Saint Joseph West Hartford Campus
Emergency 911 Telephones




University of Saint Joseph West Hartford Campus
Emergency Public Safety Telephones



Appendix V;

University of Saint Joseph **Public Safety, Relief From** **Abuse Forms:**

Notice to Leave and/or Not to Enter Form

 UNIVERSITY OF SAINT JOSEPH CONNECTICUT	
DEPARTMENT OF PUBLIC SAFETY	
Last Name <i>Smith</i>	Case Report Number <i>2014-234</i>
<h2>NOTICE TO LEAVE AND/OR NOT TO ENTER</h2> <p>University of Saint Joseph 1678 Asylum Avenue West Hartford, CT 06117-2764</p>	
<p>The University of Saint Joseph including its parking lots and all property outlined on the attached map is private property. Persons are permitted on this property at the discretion of the University of Saint Joseph and its agents. The University of Saint Joseph and its agents may revoke this permission at any time. Pursuant to the General Statutes of the State of Connecticut, encompassing Trespassing, section 53a-107, the University of Saint Joseph and its agents give the following notice to:</p>	
First Name: <i>John</i>	Middle Initial: <i>R</i>
Last Name: <i>Smith</i>	Date of Birth: <i>7/4/1989</i>
Street Address: <i>475 Pequod Ave</i>	Telephone Number: <i>860-555-1234</i>
City, State, Zip Code: <i>New London, CT 06032</i>	
<p>Due to your actions on <u>4/21/2014</u> you are not permitted on the property outlined on the map included, during the period of <u>4/21/2014</u> to <u>Further notice</u> and must depart immediately. Should you remain on this property or return to this property prior to the recession of this notice, the University of Saint Joseph and its agents may bring charges against you under the General Statutes of the State of Connecticut and any local ordinances. The University of Saint Joseph may also bring charges against you under Civil Law in the State of Connecticut.</p>	
<p>By signing this form I acknowledge receipt of this notice:</p>	
Printed Name of Person Being Banned: <i>John Smith</i>	Signature: <i>John Smith</i>
Printed Name of Issuing Campus Safety Officer: <i>Officer Jones SJ-21</i>	Signature: <i>[Signature]</i>
Printed Name of Witness: <i>Officer Wilson SJ-22</i>	Signature: <i>[Signature]</i>
	Date: <i>4/21/2014</i>
	Date: <i>4/21/2014</i>
	Date: <i>4/21/2014</i>
<p>SEE PROPERTY MAP ON THE REVERSE SIDE -</p>	

Application for Relief from Abuse

**APPLICATION FOR
RELIEF FROM ABUSE**
JD-FM-137 Rev. 10-13
C.G.S. §§ 29-28, 29-32, 29-33,
46b-15, 52-231a, PA 13-3

STATE OF CONNECTICUT
SUPERIOR COURT
www.jud.ct.gov

ADA NOTICE

The Judicial Branch of the State of Connecticut complies with the Americans with Disabilities Act (ADA). If you need a reasonable accommodation in accordance with the ADA, contact a court clerk or an ADA contact person listed at www.jud.ct.gov/ADA.

Instructions To Person Filing Application (Applicant)

1. Use a typewriter, print clearly in ink, or fill out on-line. You must also fill out an Affidavit, form JD-FM-138. Give both forms to the Clerk of Court.
2. After your Application and Affidavit are processed, the clerk will give you the proper papers to have served on the Respondent.
3. Make sure the originals are returned to court after service.

Instructions To Clerk

1. If Ex Parte relief is ordered, prepare the following forms: Order of Protection, form JD-CL-99, and if applicable, Additional Orders of Protection, form JD-CL-100; Order and Notice of Court Hearing, form JD-FM-140; General Restraining Order Notifications (Family), form JD-CL-104.
2. If Ex Parte relief is NOT ordered, prepare the following forms: Order and Notice of Court Hearing, form JD-FM-140; Information Concerning Firearms In Relief From Abuse Cases, form JD-CL-104A.
3. Provide the Applicant with the original and one copy of the Application and Affidavit. Retain copies of each for court file.
4. Provide the Applicant with the Procedures For Relief From Abuse Process brochure JDP-FM-142 for further information.

Judicial District of	Court location (number, street, town, zip code)	Docket number
Name of applicant (Last, first, middle initial)	Date of birth (mm/dd/yyyy)	Sex (M/F) Race
Address to which mail is to be sent (Number, street)* (See NOTE below)	(Town)	(State) (Zip Code)
Home/residence address* (See NOTE below) <input type="checkbox"/> Same as mailing address	(Town)	(State) (Zip Code)
Work address* (See NOTE below)	(Town)	(State) (Zip Code)

***NOTE:** The address or addresses you provide will be included on papers that are in the court file and will be provided to the respondent. The address or addresses you provide will also determine which law enforcement agencies are notified if a restraining order is issued. If you believe that giving out your home or work or school address would put you and/or your children's health, safety or liberty in danger, you may use a mailing address that is different from your home or work address. You can also file a Request for Nondisclosure of Location Information form (JD-FM-188) with the Clerk of Court. If you provide a mailing address that is different from your home address or work address, and you do not provide a home or work or school address, the protection you receive from the restraining order may be limited.

Information About The Respondent

Name of respondent (Person the application is filed against) (Last, first, middle initial)	Date of birth (mm/dd/yyyy)	Sex (M/F)	Race
Address of respondent (Number, street)	(Town)	(State)	(Zip Code)
Respondent's telephone number	Other identifiers (Examples include height, weight and approximate age)		
Respondent is ("X" all that apply)			
<input type="checkbox"/> My spouse or a person I have a civil union with	<input type="checkbox"/> Someone I have cohabited with as an intimate partner (romantic, spousal, or sexual relationship while living together)		
<input type="checkbox"/> My former spouse or a person I had a civil union with	<input type="checkbox"/> A person related to me by blood or marriage		
<input type="checkbox"/> Parent of my child	<input type="checkbox"/> A person I reside or resided with		
<input type="checkbox"/> My parent	<input type="checkbox"/> A caretaker who is providing shelter in his or her residence to a person 60 years of age or older		
<input type="checkbox"/> My child	<input type="checkbox"/> A person I have (or recently had) a dating relationship with		

☐ "X" here if a Protective Order or Restraining Order exists affecting any party to this Application (Enter docket number and court location)

Docket number	Court location
---------------	----------------

☐ "X" here if a dissolution of marriage (divorce), dissolution of civil union, custody or visitation action exists involving the same parties. (Enter docket number and court location)

Docket number	Court location
---------------	----------------

[Print Form](#)

Page 1 of 2 (continued on page 2)

[Reset Form](#)

Name of applicant	Name of respondent	Docket number
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Application For Relief From Abuse

I have been subjected to a continuous threat of present physical pain or physical injury, stalking or a pattern of threatening, by the Respondent named above as explained more fully in my attached Affidavit.

☐ 1. I request that the court order the following conditions: ("X" all that apply)

CT01 ☐ The Respondent not assault, threaten, abuse, harass, follow, interfere with, or stalk me. (CT01)

CT03 ☐ The Respondent stay away from my home or wherever I shall reside. (CT03)

CT05 ☐ The Respondent not contact me in any manner, including by written, electronic or telephone contact, and not contact my home, workplace or others with whom the contact would be likely to cause annoyance or alarm to me. (CT05)

CT14 ☐ The Respondent may return to the home one time with police to retrieve belongings. (CT14)

CT15 ☐ If the applicant has moved out of the home of the Respondent, the Respondent shall permit the Applicant to return to the Respondent's home on one occasion, with police, to retrieve the Applicant's belongings. (CT15)

CT16 ☐ The Respondent stay 100 yards away from me. (CT16)

CT19 ☐ That the order protect my minor children. (CT19)

Name (Last, first, middle initial)	Sex (M/F)	Date of birth (mm/dd/yyyy)
1		
2		
3		

Name (Last, first, middle initial)	Sex (M/F)	Date of birth (mm/dd/yyyy)
4		
5		
6		

CT31 ☐ That the order protect animals owned or kept by me. (CT31)

☐ 2. I request that the court make the following temporary child custody and visitation orders:

CT20 ☐ Award me temporary custody of the following minor child(ren) who is (are) also the child(ren) of the Respondent.

Name (Last, first, middle initial)	Sex (M/F)	Date of birth (mm/dd/yyyy)
1		
2		
3		

Name (Last, first, middle initial)	Sex (M/F)	Date of birth (mm/dd/yyyy)
4		
5		
6		

CT21 ☐ With visitation as follows:

CT22 ☐ Without visitation rights to the Respondent.

☐ 3. I request that the court order the following: (further order)

☐ 4. I am in school and I request that a copy of the restraining order, if it is granted, be sent to my school

Name of school		Fax number of school	
Address of school (Number, street)		(Town)	(State) (Zip code)

Request For Ex Parte (Immediate) Relief ("X" if this applies)

☐ 5. I request that the court order Ex Parte (immediate) relief because I believe there is an immediate and present physical danger to me and / or my minor children and / or animals owned or kept by me.

Signed (Applicant)	Subscribed and sworn to before me:	Signed (Clerk, Notary, Commissioner of Superior Court)	Date signed
--------------------	------------------------------------	--	-------------

Optional to applicant (If you choose to answer, "X" the appropriate boxes below)

1. Does the respondent hold a permit to carry a pistol or revolver? ☐ Yes ☐ No ☐ Unknown
2. Does the respondent possess one or more firearms? ☐ Yes ☐ No ☐ Unknown
3. Does the respondent possess ammunition? ☐ Yes ☐ No ☐ Unknown

If you think you need more security when you are in court for your relief from abuse hearing, contact the Clerk's Office or the Court Service Center in the court where your hearing is scheduled.

Request for Nondisclosure of Location Information

REQUEST FOR NONDISCLOSURE OF LOCATION INFORMATION

JD-FM-188 Rev. 10-01
P.A. 01-186, §16

STATE OF CONNECTICUT
SUPERIOR COURT
www.jud.ct.gov

INSTRUCTIONS TO PARTY

1. Complete the information below if you believe that disclosure of location information would jeopardize you and/or your child(ren)'s health, safety or liberty.
2. You must swear that your statement is true and sign it in front of a court clerk, a notary public or an attorney who will also sign and date it.
3. Keep a copy for your records.
4. Do not file anything further with the court containing location information other than to report a change in your mailing address.

INSTRUCTIONS TO CLERK

1. Seal any location information except disclosable mailing address.
2. Do not disclose the location information to the public, including anyone involved in the case, except by order of the court after hearing.

NAME OF CASE		DOCKET NO. (if known)
PLAINTIFF'S NAME (First, middle initial, last)		DEFENDANT'S NAME (First, middle initial, last)

1. I, the above-named (check one) ☐ plaintiff ☐ defendant believe that the health, safety or liberty of (check one or both)
- ☐ myself ☐ my child(ren) (Specify name(s)) _____
- would be jeopardized by disclosure of location information. I therefore request that no location information contained in this case pertaining to (check one or both)
- ☐ myself ☐ my child(ren) be disclosed to anyone including parties to this case and that this information be sealed.

2. (check one)

- ☐ I have an attorney representing me in this case. My attorney is:
- ☐ I do not have an attorney representing me in this case. Therefore, I am providing my mailing address below. I understand that this address will be public information.

FULL MAILING ADDRESS:
(Public Information)

3. (check one)

- ☐ There have been no documents previously filed with the court that contain location information that poses the risk.
- ☐ There is location information posing the risk contained in documents previously filed with the court. The location information can be found in the following documents (Attach additional sheet if necessary).
(Do not indicate what the location information is.)

NOTICE TO APPLICANT:

DO NOT FILE ANY PAPERWORK WITH THE COURT THAT CONTAINS ANY LOCATION INFORMATION
IN ANY FURTHER PLEADINGS OTHER THAN TO REPORT A CHANGE IN YOUR MAILING ADDRESS.

I hereby certify that the foregoing statements are true to the best of my knowledge and belief	SIGNATURE	PRINT NAME OF PERSON SIGNING
SUBSCRIBED AND SWORN TO BEFORE ME (Asst. Clerk, Comm. of Superior Court, Notary Public)		DATE SIGNED

DISTRIBUTION: ORIGINAL - FOR THE COURT COPY - FOR YOUR RECORDS

PRINT

RESET



Appendix VI;

Connecticut General Statutes **on Sexual Assault, Family** **Violence and Stalking:**

Family Violence Statutes:

Sec. 46b-15. Relief from physical abuse, stalking or pattern of threatening by family or household member.

Application. Court orders. Duration. Copies. Expedited hearing for violation of order. Other remedies. (a) Any family or household member, as defined in section 46b-38a, who has been subjected to a continuous threat of present physical pain or physical injury, stalking or a pattern of threatening, including, but not limited to, a pattern of threatening, as described in section 53a-62, by another family or household member may make an application to the Superior Court for relief under this section.

(b) The application form shall allow the applicant, at the applicant's option, to indicate whether the respondent holds a permit to carry a pistol or revolver or possesses one or more firearms or ammunition. The application shall be accompanied by an affidavit made under oath which includes a brief statement of the conditions from which relief is sought. Upon receipt of the application the court shall order that a hearing on the application be held not later than fourteen days from the date of the order. The court, in its discretion, may make such orders as it deems appropriate for the protection of the applicant and such dependent children or other persons as the court sees fit. In making such orders, the court, in its discretion, may consider relevant court records if the records are available to the public from a clerk of the Superior Court or on the Judicial Branch's Internet web site. Such orders may include temporary child custody or visitation rights, and such relief may include, but is not limited to, an order enjoining the respondent from (1) imposing any restraint upon the person or liberty of the applicant; (2) threatening, harassing, assaulting, molesting, sexually assaulting or attacking the applicant; or (3) entering the family dwelling or the dwelling of the applicant. Such order may include provisions necessary to protect any animal owned or kept by the applicant including, but not limited to, an order enjoining the respondent from injuring or threatening to injure such animal. If an applicant alleges an immediate and present physical danger to the applicant, the court may issue an ex parte order granting such relief as it deems appropriate. If a postponement of a hearing on the application is requested by either party and granted, the ex parte order shall not be continued except upon agreement of the parties or by order of the court for good cause shown. If a hearing on the application is scheduled or an ex parte order is granted and the court is closed on the scheduled hearing date, the hearing shall be held on the next day the court is open and any such ex parte order shall remain in effect until the date of such hearing.

(c) Any ex parte restraining order entered under subsection (b) of this section in which the applicant and respondent are spouses, or persons who have a dependent child or children in common and who live together, may include, if no order exists, and if necessary to maintain the safety and basic needs of the applicant or the dependent child or children in common of the applicant and respondent, in addition to any orders authorized under subsection (b) of this section, any of the following: (1) An order prohibiting the respondent from (A) taking any action that could result in the termination of any necessary utility services or necessary services related to the family dwelling or the dwelling of the applicant, (B) taking any action that could result in the cancellation, change of coverage or change of beneficiary of any health, automobile or homeowners insurance policy to the detriment of the applicant or the dependent child or children in common of the applicant and respondent, or (C) transferring, encumbering, concealing or disposing of specified property owned or leased by the applicant; or (2) an order providing the applicant with temporary possession of an automobile, checkbook, documentation of health, automobile or homeowners insurance, a document needed for purposes of proving identity, a key or other necessary specified personal effects.

(d) At the hearing on any application under this section, if the court grants relief pursuant to subsection (b) of this section and the applicant and respondent are spouses, or persons who have a dependent child or children in common and who live together, and if necessary to maintain the safety and basic needs of the applicant or the dependent child or children in common of the applicant and respondent, any orders entered by the court may include, in addition to the orders authorized under subsection (b) of this section, any of the following: (1) An order prohibiting the respondent from (A) taking any action that could result in the termination of any necessary utility services or services related to the family dwelling or the dwelling of the applicant, (B) taking any action that could result in the cancellation, change of coverage or change of beneficiary of any health, automobile or homeowners insurance policy to the detriment of the applicant or the dependent child or children in common of the applicant and respondent, or (C) transferring, encumbering, concealing or disposing of specified property owned or leased by

the applicant; (2) an order providing the applicant with temporary possession of an automobile, checkbook, documentation of health, automobile or homeowners insurance, a document needed for purposes of proving identity, a key or other necessary specified personal effects; or (3) an order that the respondent: (A) Make rent or mortgage payments on the family dwelling or the dwelling of the applicant and the dependent child or children in common of the applicant and respondent, (B) maintain utility services or other necessary services related to the family dwelling or the dwelling of the applicant and the dependent child or children in common of the applicant and respondent, (C) maintain all existing health, automobile or homeowners insurance coverage without change in coverage or beneficiary designation, or (D) provide financial support for the benefit of any dependent child or children in common of the applicant and the respondent, provided the respondent has a legal duty to support such child or children and the ability to pay. The court shall not enter any order of financial support without sufficient evidence as to the ability to pay, including, but not limited to, financial affidavits. If at the hearing no order is entered under this subsection or subsection (c) of this section, no such order may be entered thereafter pursuant to this section. Any order entered pursuant to this subsection shall not be subject to modification and shall expire one hundred twenty days after the date of issuance or upon issuance of a superseding order, whichever occurs first. Any amounts not paid or collected under this subsection or subsection (c) of this section may be preserved and collectible in an action for dissolution of marriage, custody, paternity or support.

(e) Every order of the court made in accordance with this section shall contain the following language: (1) "This order may be extended by the court beyond one year. In accordance with section 53a-107 of the Connecticut general statutes, entering or remaining in a building or any other premises in violation of this order constitutes criminal trespass in the first degree. This is a criminal offense punishable by a term of imprisonment of not more than one year, a fine of not more than two thousand dollars or both."; and (2) "In accordance with section 53a-223b of the Connecticut general statutes, any violation of subparagraph (A) or (B) of subdivision (2) of subsection (a) of section 53a-223b constitutes criminal violation of a restraining order which is punishable by a term of imprisonment of not more than five years, a fine of not more than five thousand dollars, or both. Additionally, any violation of subparagraph (C) or (D) of subdivision (2) of subsection (a) of section 53a-223b constitutes criminal violation of a restraining order which is punishable by a term of imprisonment of not more than ten years, a fine of not more than ten thousand dollars, or both."

(f) No order of the court shall exceed one year, except that an order may be extended by the court upon motion of the applicant for such additional time as the court deems necessary. If the respondent has not appeared upon the initial application, service of a motion to extend an order may be made by first-class mail directed to the respondent at the respondent's last-known address.

(g) The applicant shall cause notice of the hearing pursuant to subsection (b) of this section and a copy of the application and the applicant's affidavit and of any ex parte order issued pursuant to subsection (b) of this section to be served on the respondent not less than five days before the hearing. The cost of such service shall be paid for by the Judicial Branch. Upon the granting of an ex parte order, the clerk of the court shall provide two copies of the order to the applicant. Upon the granting of an order after notice and hearing, the clerk of the court shall provide two copies of the order to the applicant and a copy to the respondent. Every order of the court made in accordance with this section after notice and hearing shall be accompanied by a notification that is consistent with the full faith and credit provisions set forth in 18 USC 2265(a), as amended from time to time. Immediately after making service on the respondent, the proper officer shall send or cause to be sent, by facsimile or other means, a copy of the application, or the information contained in such application, stating the date and time the respondent was served, to the law enforcement agency or agencies for the town in which the applicant resides, the town in which the applicant is employed and the town in which the respondent resides. The clerk of the court shall send, by facsimile or other means, a copy of any ex parte order and of any order after notice and hearing, or the information contained in any such order, to the law enforcement agency or agencies for the town in which the applicant resides, the town in which the applicant is employed and the town in which the respondent resides, within forty-eight hours of the issuance of such order. If the victim is enrolled in a public or private elementary or secondary school, including a technical high school, or an institution of higher education, as defined in section 10a-55, the clerk of the court shall, upon the request of the victim, send, by facsimile or other means, a copy of such ex parte order or of any order after notice and hearing, or the information contained in any such order, to such school or institution of higher education,

the president of any institution of higher education at which the victim is enrolled and the special police force established pursuant to section 10a-156b, if any, at the institution of higher education at which the victim is enrolled.

(h) A caretaker who is providing shelter in his or her residence to a person sixty years or older shall not be enjoined from the full use and enjoyment of his or her home and property. The Superior Court may make any other appropriate order under the provisions of this section.

(i) When a motion for contempt is filed for violation of a restraining order, there shall be an expedited hearing. Such hearing shall be held within five court days of service of the motion on the respondent, provided service on the respondent is made not less than twenty-four hours before the hearing. If the court finds the respondent in contempt for violation of an order, the court may impose such sanctions as the court deems appropriate.

(j) An action under this section shall not preclude the applicant from seeking any other civil or criminal relief.

Sec. 46b-38a. Family violence prevention and response: Definitions. For the purposes of sections 46b-38a to 46b-38f, inclusive:

(1) “Family violence” means an incident resulting in physical harm, bodily injury or assault, or an act of threatened violence that constitutes fear of imminent physical harm, bodily injury or assault, including, but not limited to, stalking or a pattern of threatening, between family or household members. Verbal abuse or argument shall not constitute family violence unless there is present danger and the likelihood that physical violence will occur.

(2) “Family or household member” means any of the following persons, regardless of the age of such person: (A) Spouses or former spouses; (B) parents or their children; (C) persons related by blood or marriage; (D) persons other than those persons described in subparagraph (C) of this subdivision presently residing together or who have resided together; (E) persons who have a child in common regardless of whether they are or have been married or have lived together at any time; and (F) persons in, or who have recently been in, a dating relationship.

(3) “Family violence crime” means a crime as defined in section 53a-24, other than a delinquent act as defined in section 46b-120, which, in addition to its other elements, contains as an element thereof an act of family violence to a family or household member. “Family violence crime” does not include acts by parents or guardians disciplining minor children unless such acts constitute abuse.

(4) “Institutions and services” means peace officers, service providers, mandated reporters of abuse, agencies and departments that provide services to victims and families and services designed to assist victims and families.

Sec. 46b-38b. Investigation of family violence crime by peace officer. Arrest. Assistance to victim. Guidelines. Education and training program. Compliance with model law enforcement policy on family violence. Assistance and protocols for victims whose immigration status is questionable. (a) Whenever a peace officer determines upon speedy information that a family violence crime has been committed within such officer’s jurisdiction, such officer shall arrest the person or persons suspected of its commission and charge such person or persons with the appropriate crime. The decision to arrest and charge shall not (1) be dependent on the specific consent of the victim, (2) consider the relationship of the parties, or (3) be based solely on a request by the victim. Whenever a peace officer determines that a family violence crime has been committed, such officer may seize any firearm or electronic defense weapon, as defined in section 53a-3, or ammunition at the location where the crime is alleged to have been committed that is in the possession of any person arrested for the commission of such crime or suspected of its commission or that is in plain view. Not later than seven days after any such seizure, the law enforcement agency shall return such firearm, electronic defense weapon or ammunition in its original condition to the rightful owner thereof unless such person is ineligible to possess such firearm, electronic defense weapon or ammunition or unless otherwise ordered by the court.

(b) No peace officer investigating an incident of family violence shall threaten, suggest or otherwise indicate the arrest of all parties for the purpose of discouraging requests for law enforcement intervention by any party. Where complaints are made by two or more opposing parties, the officer shall evaluate each complaint separately to determine whether such officer should make an arrest or seek a warrant for an arrest. Notwithstanding the provisions of subsection (a) of this section, when a peace officer reasonably believes that a party in an incident of family violence has used force as a means of self defense, such officer is not required to arrest such party under this section.

(c) No peace officer shall be held liable in any civil action regarding personal injury or injury to property brought by any party to a family violence incident for an arrest based on probable cause or for any conditions of release imposed pursuant to subsection (b) of section 54-63c.

(d) It shall be the responsibility of the peace officer at the scene of a family violence incident to provide immediate assistance to the victim. Such assistance shall include, but not be limited to: (1) Assisting the victim to obtain medical treatment if such treatment is required; (2) notifying the victim of the right to file an affidavit for a warrant for arrest; (3) informing the victim of services available, including providing the victim with contact information for a regional family violence organization that employs, or provides referrals to, counselors who are trained in providing trauma-informed care; (4) referring the victim to the Office of Victim Services; and (5) providing assistance in accordance with the uniform protocols for treating victims of family violence whose immigration status is questionable established pursuant to subsection (g) of this section. In cases where the officer has determined that no cause exists for an arrest, assistance shall include: (A) Assistance as provided in subdivisions (1) to (5), inclusive, of this subsection; and (B) remaining at the scene for a reasonable time until, in the reasonable judgment of the officer, the likelihood of further imminent violence has been eliminated. For the purposes of this subsection, "trauma-informed care" means services (i) directed by a thorough understanding of the neurological, biological, psychological and social effects of trauma and violence on a person; and (ii) delivered by a regional family violence organization that employs, or provides referrals to, counselors who: (I) Make available to the victim of family violence resources on trauma exposure, its impact and treatment; (II) engage in efforts to strengthen the resilience and protective factors of victims of family violence who are impacted by and vulnerable to trauma; (III) emphasize continuity of care and collaboration among organizations that provide services to children; and (IV) maintain professional relationships for referral and consultation purposes with programs and persons with expertise in trauma-informed care.

(e) (1) Each law enforcement agency shall develop, in conjunction with the Division of Criminal Justice, and implement specific operational guidelines for arrest policies in family violence incidents. Such guidelines shall include, but not be limited to: (A) Procedures for the conduct of a criminal investigation; (B) procedures for arrest and for victim assistance by peace officers; (C) education as to what constitutes speedy information in a family violence incident; (D) procedures with respect to the provision of services to victims; and (E) such other criteria or guidelines as may be applicable to carry out the purposes of sections 46b-1, 46b-15, 46b-38a to 46b-38f, inclusive, and 54-1g. Such procedures shall be duly promulgated by such law enforcement agency. On and after October 1, 2012, each law enforcement agency shall develop and implement specific operational guidelines for arrest policies in family violence incidents which, at a minimum, meet the standards set forth in the model law enforcement policy on family violence established in subdivision (2) of this subsection.

(2) There is established a model law enforcement policy on family violence for the state. Such policy shall consist of the model policy submitted by the task force established in section 19 of public act 11-152* on January 31, 2012, to the joint standing committee of the General Assembly having cognizance of matters relating to the judiciary, as amended from time to time by the Family Violence Model Policy Governing Council established pursuant to section 46b-38j.

(3) Not later than January 15, 2013, and annually thereafter, the chairperson of the Police Officer Standards and Training Council shall provide notice of updates to the model policy, if any, adopted by the council during the prior calendar year, to the chief law enforcement officer of each municipality having a police department, the law

enforcement instructor of each such police department, and the Commissioner of Emergency Services and Public Protection.

(4) Not later than July 1, 2013, and annually thereafter, each law enforcement agency shall submit a report to the Commissioner of Emergency Services and Public Protection, in such form as the commissioner prescribes, regarding the law enforcement agency's compliance with the model law enforcement policy on family violence for the state.

(5) On and after July 1, 2010, each law enforcement agency shall designate at least one officer with supervisory duties to expeditiously process, upon request of a victim of family violence or other crime who is applying for U Nonimmigrant Status (A) a certification of helpfulness on Form I-918, Supplement B, or any subsequent corresponding form designated by the United States Department of Homeland Security, confirming that the victim of family violence or other crime has been helpful, is being helpful, or is likely to be helpful in the investigation or prosecution of the criminal activity, and (B) any subsequent certification required by the victim.

(f) The Police Officer Standards and Training Council, in conjunction with the Division of Criminal Justice, shall establish an education and training program for law enforcement officers, supervisors and state's attorneys on the handling of family violence incidents. Training under such program shall: (1) Stress the enforcement of criminal law in family violence cases and the use of community resources, and include training for peace officers at both recruit and in-service levels; and (2) include, but not be limited to: (A) The nature, extent and causes of family violence; (B) legal rights of and remedies available to victims of family violence and persons accused of family violence; (C) services and facilities available to victims and persons who commit acts of family violence; (D) legal duties imposed on police officers to make arrests and to offer protection and assistance, including applicable probable cause standards; and (E) techniques for handling incidents of family violence that minimize the likelihood of injury to the officer and promote the safety of the victim. On and after July 1, 2010, training under such program shall also include, within available appropriations, information on (i) the impact of arrests of multiple parties in a family violence case on the immigration status of the parties; (ii) crime scene investigation and evaluation practices in family violence cases designed by the council to reduce the number of multiple arrests in family violence cases; and (iii) practical considerations in the application of the general statutes related to family violence. On and after July 1, 2010, such training shall also address, within available appropriations, eligibility for federal T Visas for victims of human trafficking and federal U Visas for unauthorized immigrants who are victims of family violence and other crimes.

(g) Not later than July 1, 2010, the Police Officer Standards and Training Council shall establish uniform protocols for treating victims of family violence whose immigration status is questionable, and shall make such protocols available to law enforcement agencies. Each law enforcement agency shall adopt and use such protocols on and after the date they are established by the council.

Sec. 46b-38c. Family violence response and intervention units. Local units. Duties and functions. Protective orders. Electronic monitoring pilot program. Pretrial family violence education program; fees. Training program.

(a) There shall be family violence response and intervention units in the Connecticut judicial system to respond to cases involving family violence. The units shall be coordinated and governed by formal agreement between the Chief State's Attorney and the Judicial Department.

(b) The Court Support Services Division, in accordance with the agreement between the Chief State's Attorney and the Judicial Department, shall establish within each geographical area of the Superior Court a local family violence intervention unit to implement sections 46b-1, 46b-15, 46b-38a to 46b-38f, inclusive, and 54-1g. The Court Support Services Division shall oversee direct operations of the local units.

(c) Each such local family violence intervention unit shall: (1) Accept referrals of family violence cases from a judge or prosecutor, (2) prepare written or oral reports on each case for the court by the next court date to be presented at any time during the court session on that date, (3) provide or arrange for services to victims and offenders, (4)

administer contracts to carry out such services, and (5) establish centralized reporting procedures. All information provided to a family relations counselor, family relations counselor trainee or family services supervisor employed by the Judicial Department in a local family violence intervention unit shall be used solely for the purposes of preparation of the report and the protective order forms for each case and recommendation of services and shall otherwise be confidential and retained in the files of such unit and not be subject to subpoena or other court process for use in any other proceeding or for any other purpose, except that a family relations counselor, family relations counselor trainee or family services supervisor employed by the Judicial Department:

(A) Shall disclose to the court and the prosecuting authority for appropriate action information that the victim has indicated that the defendant holds a permit to carry a pistol or revolver, possesses one or more firearms or possesses ammunition;

(B) Shall disclose to an employee of the Department of Children and Families information that indicates that a defendant poses a danger or threat to a child or a custodial parent of the child;

(C) May disclose to another family relations counselor, family relations counselor trainee or family services supervisor information pursuant to guidelines adopted by the Chief Court Administrator;

(D) May disclose to a bail commissioner or an intake, assessment and referral specialist employed by the Judicial Department information regarding a defendant who is on or is being considered for pretrial release;

(E) May disclose to a law enforcement agency information that indicates that a defendant poses a danger or threat to another person;

(F) May disclose, after disposition of a family violence case, to a probation officer or a juvenile probation officer, for purposes of determining service needs and supervision levels, information regarding a defendant who has been convicted and sentenced to a period of probation in the family violence case;

(G) May disclose, after a conviction in a family violence case, to a probation officer for the purpose of preparing a presentence investigation report, any information regarding the defendant that has been provided to the family relations counselor, family relations counselor trainee or family services supervisor in the case or in any other case that resulted in the conviction of the defendant;

(H) May disclose to any organization under contract with the Judicial Department to provide family violence programs and services, for the purpose of determining program and service needs, information regarding any defendant who is a client of such organization, provided no information that personally identifies the victim may be disclosed to such organization; and

(I) Shall disclose such information as may be necessary to fulfill such counselor's, trainee's or supervisor's duty as a mandated reporter under section 17a-101a to report suspected child abuse or neglect.

(d) In all cases of family violence, a written or oral report that indicates whether the parties in the family violence case are parties to a case pending on the family relations docket of the Superior Court and includes recommendation of the local family violence intervention unit shall be available to a judge at the first court date appearance to be presented at any time during the court session on that date. A judge of the Superior Court may consider and impose the following conditions to protect the parties, including, but not limited to: (1) Issuance of a protective order pursuant to subsection (e) of this section; (2) prohibition against subjecting the victim to further violence; (3) referral to a family violence education program for persons who commit acts of family violence; and (4) immediate referral for more extensive case assessment. Such protective order shall be an order of the court, and the clerk of the court shall cause (A) a copy of such order to be sent to the victim, and (B) a copy of such order, or the information contained in such order, to be sent by facsimile or other means within forty-eight hours of its

issuance to the law enforcement agency for the town in which the victim resides and, if the defendant resides in a town different from the town in which the victim resides, to the law enforcement agency for the town in which the defendant resides. If the victim is employed in a town different from the town in which the victim resides, the clerk of the court shall, upon the request of the victim, send, by facsimile or other means, a copy of such order, or the information contained in such order, to the law enforcement agency for the town in which the victim is employed not later than forty-eight hours after the issuance of such order. If the victim is enrolled in a public or private elementary or secondary school, including a technical high school, or an institution of higher education, as defined in section 10a-55, the clerk of the court shall, upon the request of the victim, send, by facsimile or other means, a copy of such order, or the information contained in such order, to such school or institution of higher education, the president of any institution of higher education at which the victim is enrolled and the special police force established pursuant to section 10a-156b, if any, at the institution of higher education at which the victim is enrolled.

(e) A protective order issued under this section may include provisions necessary to protect the victim from threats, harassment, injury or intimidation by the defendant, including, but not limited to, an order enjoining the defendant from (1) imposing any restraint upon the person or liberty of the victim, (2) threatening, harassing, assaulting, molesting or sexually assaulting the victim, or (3) entering the family dwelling or the dwelling of the victim. A protective order issued under this section may include provisions necessary to protect any animal owned or kept by the victim including, but not limited to, an order enjoining the defendant from injuring or threatening to injure such animal. Such order shall be made a condition of the bail or release of the defendant and shall contain the following notification: "In accordance with section 53a-223 of the Connecticut general statutes, any violation of this order constitutes criminal violation of a protective order which is punishable by a term of imprisonment of not more than ten years, a fine of not more than ten thousand dollars, or both. Additionally, in accordance with section 53a-107 of the Connecticut general statutes, entering or remaining in a building or any other premises in violation of this order constitutes criminal trespass in the first degree which is punishable by a term of imprisonment of not more than one year, a fine of not more than two thousand dollars, or both. Violation of this order also violates a condition of your bail or release, and may result in raising the amount of bail or revoking release." Every order of the court made in accordance with this section after notice and hearing shall be accompanied by a notification that is consistent with the full faith and credit provisions set forth in 18 USC 2265(a), as amended from time to time. The information contained in and concerning the issuance of any protective order issued under this section shall be entered in the registry of protective orders pursuant to section 51-5c.

(f) The Judicial Department may establish, within available appropriations, a pilot program in three judicial districts for the purpose of using electronic monitoring in accordance with this subsection. Such pilot program shall be conducted in at least one judicial district that contains an urban area, as defined in section 4b-13, and at least one judicial district that does not contain such an urban area. Pursuant to such pilot program, the court may order that any person appearing in such judicial district who is charged with the violation of a restraining order or a protective order, and who has been determined to be a high-risk offender by the family violence intervention unit, be subject to electronic monitoring designed to warn law enforcement agencies, a state-wide information collection center and the victim when the person is within a specified distance of the victim, if the court finds that such electronic monitoring is necessary to protect the victim, provided the cost of such electronic monitoring is paid by the person who is subject to such electronic monitoring, subject to guidelines established by the Chief Court Administrator. If the court orders that such person be subject to electronic monitoring, the clerk of the court shall send, by facsimile or other means, a copy of the order, or the information contained in any such order, to the law enforcement agency or agencies for the town in which the person resides. The Judicial Department shall cease operation of any pilot program established under this subsection not later than March 31, 2011, unless resources are available to continue operation of the pilot program. On and after July 1, 2012, the Judicial Department may resume operation of the pilot program, within available resources, and may operate such pilot program in one or more additional judicial districts, within such available resources.

(g) In cases referred to the local family violence intervention unit, it shall be the function of the unit to (1) identify victim service needs and, by contract with victim service providers, make available appropriate services that

include, but are not limited to, the provision of trauma-informed care by a counselor who provides trauma-informed care, or a referral to a counselor, and (2) identify appropriate offender services and where possible, by contract, provide treatment programs for offenders. For purposes of this subsection, "trauma-informed care" means trauma-informed care, as defined in subsection (d) of section 46b-38b.

(h) (1) There shall be a pretrial family violence education program for persons who are charged with family violence crimes. At a minimum, such program shall inform participants of the basic elements of family violence law and applicable penalties. The court may, in its discretion, invoke such program on motion of the defendant when it finds: (A) That the defendant has not previously been convicted of a family violence crime which occurred on or after October 1, 1986; (B) the defendant has not had a previous case assigned to the family violence education program; (C) the defendant has not previously invoked or accepted accelerated rehabilitation under section 54-56e for a family violence crime which occurred on or after October 1, 1986; and (D) that the defendant is not charged with a class A, class B or class C felony, or an unclassified felony carrying a term of imprisonment of more than ten years, or unless good cause is shown, a class D felony, an unclassified offense carrying a term of imprisonment of more than five years or an offense that involved the infliction of serious physical injury, as defined in section 53a-3. Participation by any person in the accelerated pretrial rehabilitation program under section 54-56e prior to October 1, 1986, shall not prohibit eligibility of such person for the pretrial family violence education program under this section. The court may require that the defendant answer such questions under oath, in open court or before any person designated by the clerk and duly authorized to administer oaths, under the penalties of perjury as will assist the court in making these findings.

(2) The court, on such motion, may refer the defendant to the family violence intervention unit, and may continue the defendant's case pending the submission of the report of the unit to the court. The court shall also give notice to the victim or victims that the defendant has requested assignment to the family violence education program, and, where possible, give the victim or victims opportunity to be heard. Any defendant who accepts placement in the family violence education program shall agree to the tolling of any statute of limitations with respect to the crime or crimes with which the defendant is charged, and to a waiver of the defendant's right to a speedy trial. Any such defendant shall appear in court and shall be released to the custody of the family violence intervention unit for such period, not exceeding two years, and under such conditions as the court shall order. If the defendant refuses to accept, or, having accepted, violates such conditions, the defendant's case shall be brought to trial. If the defendant satisfactorily completes the family violence education program and complies with the conditions imposed for the period set by the court, the defendant may apply for dismissal of the charges against the defendant and the court, on finding satisfactory compliance, shall dismiss such charges.

(3) Upon dismissal of charges under this subsection, all records of such charges shall be erased pursuant to section 54-142a.

(i) A nonrefundable application fee of one hundred dollars shall be paid to the court by any person who files a motion pursuant to subdivision (1) of subsection (h) of this section to participate in the pretrial family violence education program, and a fee of three hundred dollars shall be paid to the court by any person who enters the family violence education program, except that no person shall be excluded from such program for inability to pay any such fee, provided (1) the person files with the court an affidavit of indigency or inability to pay, and (2) the court enters a finding thereof. All such fees shall be credited to the General Fund.

(j) The Judicial Department shall establish an ongoing training program for judges, Court Support Services Division personnel, guardians ad litem and clerks to inform them about the policies and procedures of sections 46b-1, 46b-15, 46b-38a to 46b-38f, inclusive, and 54-1g, including, but not limited to, the function of the family violence intervention units and the use of restraining and protective orders. The Judicial Branch may consult with organizations that advocate on behalf of victims of domestic violence in order to ensure that the training includes information on the unique characteristics of family violence crimes.

Sec. 46b-38d. Family violence offense report by peace officer. Compilation of statistics by Commissioner of Emergency Services and Public Protection. Report to Governor and General Assembly. (a) A peace officer who responds to a family violence incident shall complete a family violence offense report, whether or not an arrest occurs.

(b) Each police department, including resident troopers and constables, shall report all family violence incidents where an arrest occurs to the Commissioner of Emergency Services and Public Protection, who shall compile statistics of family violence crimes and cause them to be published annually in the Connecticut Uniform Crime Reports. An offense shall be counted for each incident reported to the police. A zero shall be reported if no incidents have occurred during the reporting periods.

(c) For the purpose of establishing accurate data on the extent and severity of family violence in the state and on the degree of compliance with the requirements of sections 46b-38a to 46b-38f, inclusive, the Commissioner of Emergency Services and Public Protection shall prescribe a form for making family violence offense reports. The form shall include, but is not limited to, the following: (1) Name of the parties; (2) relationship of the parties; (3) sex of the parties; (4) date of birth of the parties; (5) time and date of the incident; (6) whether children were involved or whether the alleged act of family violence was committed in the presence of children; (7) type and extent of the alleged abuse; (8) existence of substance abuse; (9) number and types of weapons involved; (10) existence of any prior court orders; (11) any other data that may be necessary for a complete analysis of all circumstances leading to the arrest.

(d) A copy of the family violence offense report shall be forwarded to the state's attorney for the appropriate judicial district in cases where an arrest has been made.

(e) The Department of Emergency Services and Public Protection shall tabulate and compile data from the family violence offense reports and report such compilation annually for the five years following October 1, 1986, to the Governor and the General Assembly.

(f) Any person required to report under the provisions of this section who fails to make such report shall be fined not more than five hundred dollars.

Sec. 46b-38f. Statistical summary of family violence cases maintained by Court Support Services Division. Reports. (a) The Court Support Services Division shall maintain a statistical summary of all family violence cases referred to the family violence intervention units. Such summary shall include, but not be limited to, the number of family violence cases referred, the nature of the cases and the charges and dispositions.

(b) The statistical summary reports prepared by the Court Support Services Division shall be submitted to the Department of Emergency Services and Public Protection on a monthly basis. The Department of Emergency Services and Public Protection shall compile and report annually for a period of five years to the Governor and the General Assembly the tabulated data of family violence crime reports.

Sexual Assault Statutes:

Sec. 53a-70. Sexual assault in the first degree: Class B or A felony. (a) A person is guilty of sexual assault in the first degree when such person (1) compels another person to engage in sexual intercourse by the use of force against such other person or a third person, or by the threat of use of force against such other person or against a third person which reasonably causes such person to fear physical injury to such person or a third person, or (2) engages in sexual intercourse with another person and such other person is under thirteen years of age and the actor is more than two years older than such person, or (3) commits sexual assault in the second degree as provided in section 53a-71 and in the commission of such offense is aided by two or more other persons actually present, or (4) engages

in sexual intercourse with another person and such other person is mentally incapacitated to the extent that such other person is unable to consent to such sexual intercourse.

(b) (1) Except as provided in subdivision (2) of this subsection, sexual assault in the first degree is a class B felony for which two years of the sentence imposed may not be suspended or reduced by the court or, if the victim of the offense is under ten years of age, for which ten years of the sentence imposed may not be suspended or reduced by the court.

(2) Sexual assault in the first degree is a class A felony if the offense is a violation of subdivision (1) of subsection (a) of this section and the victim of the offense is under sixteen years of age or the offense is a violation of subdivision (2) of subsection (a) of this section. Any person found guilty under said subdivision (1) or (2) shall be sentenced to a term of imprisonment of which ten years of the sentence imposed may not be suspended or reduced by the court if the victim is under ten years of age or of which five years of the sentence imposed may not be suspended or reduced by the court if the victim is under sixteen years of age.

(3) Any person found guilty under this section shall be sentenced to a term of imprisonment and a period of special parole pursuant to subsection (b) of section 53a-28 which together constitute a sentence of at least ten years.

Sec. 53a-70a. Aggravated sexual assault in the first degree: Class B or A felony. (a) A person is guilty of aggravated sexual assault in the first degree when such person commits sexual assault in the first degree as provided in section 53a-70, and in the commission of such offense (1) such person uses or is armed with and threatens the use of or displays or represents by such person's words or conduct that such person possesses a deadly weapon, (2) with intent to disfigure the victim seriously and permanently, or to destroy, amputate or disable permanently a member or organ of the victim's body, such person causes such injury to such victim, (3) under circumstances evincing an extreme indifference to human life such person recklessly engages in conduct which creates a risk of death to the victim, and thereby causes serious physical injury to such victim, or (4) such person is aided by two or more other persons actually present. No person shall be convicted of sexual assault in the first degree and aggravated sexual assault in the first degree upon the same transaction but such person may be charged and prosecuted for both such offenses upon the same information.

(b) Aggravated sexual assault in the first degree is a class B felony or, if the victim of the offense is under sixteen years of age, a class A felony. Any person found guilty under this section shall be sentenced to a term of imprisonment of which five years of the sentence imposed may not be suspended or reduced by the court, except that, if such person committed sexual assault in the first degree by violating subdivision (1) of subsection (a) of section 53a-70, and the victim of the offense is under sixteen years of age, twenty years of the sentence imposed may not be suspended or reduced by the court. Any person found guilty under this section shall be sentenced to a period of special parole pursuant to subsection (b) of section 53a-28 of at least five years.

Sec. 53a-70b. Sexual assault in spousal or cohabiting relationship: Class B felony. (a) For the purposes of this section:

(1) "Sexual intercourse" means vaginal intercourse, anal intercourse, fellatio or cunnilingus between persons regardless of sex. Penetration, however slight, is sufficient to complete vaginal intercourse, anal intercourse or fellatio and does not require emission of semen. Penetration may be committed by an object manipulated by the actor into the genital or anal opening of the victim's body; and

(2) "Use of force" means: (A) Use of a dangerous instrument; or (B) use of actual physical force or violence or superior physical strength against the victim.

(b) No spouse or cohabitor shall compel the other spouse or cohabitor to engage in sexual intercourse by the use of force against such other spouse or cohabitor, or by the threat of the use of force against such other spouse or cohabitor which reasonably causes such other spouse or cohabitor to fear physical injury.

(c) Any person who violates any provision of this section shall be guilty of a class B felony for which two years of the sentence imposed may not be suspended or reduced by the court.

Sec. 53a-70c. Aggravated sexual assault of a minor: Class A felony. (a) A person is guilty of aggravated sexual assault of a minor when such person commits a violation of subdivision (2) of subsection (a) of section 53-21 or section 53a-70, 53a-70a, 53a-71, 53a-86, 53a-87 or 53a-196a and the victim of such offense is under thirteen years of age, and (1) such person kidnapped or illegally restrained the victim, (2) such person stalked the victim, (3) such person used violence to commit such offense against the victim, (4) such person caused serious physical injury to or disfigurement of the victim, (5) there was more than one victim of such offense under thirteen years of age, (6) such person was not known to the victim, or (7) such person has previously been convicted of a violent sexual assault.

(b) Aggravated sexual assault of a minor is a class A felony and any person found guilty under this section shall, for a first offense, be sentenced to a term of imprisonment of twenty-five years which may not be suspended or reduced by the court and, for any subsequent offense, be sentenced to a term of imprisonment of fifty years which may not be suspended or reduced by the court.

Sec. 53a-71. Sexual assault in the second degree: Class C or B felony. (a) A person is guilty of sexual assault in the second degree when such person engages in sexual intercourse with another person and: (1) Such other person is thirteen years of age or older but under sixteen years of age and the actor is more than three years older than such other person; or (2) such other person is impaired because of mental disability or disease to the extent that such other person is unable to consent to such sexual intercourse; or (3) such other person is physically helpless; or (4) such other person is less than eighteen years old and the actor is such person's guardian or otherwise responsible for the general supervision of such person's welfare; or (5) such other person is in custody of law or detained in a hospital or other institution and the actor has supervisory or disciplinary authority over such other person; or (6) the actor is a psychotherapist and such other person is (A) a patient of the actor and the sexual intercourse occurs during the psychotherapy session, (B) a patient or former patient of the actor and such patient or former patient is emotionally dependent upon the actor, or (C) a patient or former patient of the actor and the sexual intercourse occurs by means of therapeutic deception; or (7) the actor accomplishes the sexual intercourse by means of false representation that the sexual intercourse is for a bona fide medical purpose by a health care professional; or (8) the actor is a school employee and such other person is a student enrolled in a school in which the actor works or a school under the jurisdiction of the local or regional board of education which employs the actor; or (9) the actor is a coach in an athletic activity or a person who provides intensive, ongoing instruction and such other person is a recipient of coaching or instruction from the actor and (A) is a secondary school student and receives such coaching or instruction in a secondary school setting, or (B) is under eighteen years of age; or (10) the actor is twenty years of age or older and stands in a position of power, authority or supervision over such other person by virtue of the actor's professional, legal, occupational or volunteer status and such other person's participation in a program or activity, and such other person is under eighteen years of age; or (11) such other person is placed or receiving services under the direction of the Commissioner of Developmental Services in any public or private facility or program and the actor has supervisory or disciplinary authority over such other person.

(b) Sexual assault in the second degree is a class C felony or, if the victim of the offense is under sixteen years of age, a class B felony, and any person found guilty under this section shall be sentenced to a term of imprisonment of which nine months of the sentence imposed may not be suspended or reduced by the court.

Sec. 53a-72a. Sexual assault in the third degree: Class D or C felony. (a) A person is guilty of sexual assault in the third degree when such person (1) compels another person to submit to sexual contact (A) by the use of force against such other person or a third person, or (B) by the threat of use of force against such other person or against a third person, which reasonably causes such other person to fear physical injury to himself or herself or a third person, or (2) engages in sexual intercourse with another person whom the actor knows to be related to him or her within any of the degrees of kindred specified in section 46b-21.

(b) Sexual assault in the third degree is a class D felony or, if the victim of the offense is under sixteen years of age, a class C felony.

Sec. 53a-72b. Sexual assault in the third degree with a firearm: Class C or B felony. (a) A person is guilty of sexual assault in the third degree with a firearm when such person commits sexual assault in the third degree as provided in section 53a-72a, and in the commission of such offense, such person uses or is armed with and threatens the use of or displays or represents by such person's words or conduct that such person possesses a pistol, revolver, machine gun, rifle, shotgun or other firearm. No person shall be convicted of sexual assault in the third degree and sexual assault in the third degree with a firearm upon the same transaction but such person may be charged and prosecuted for both such offenses upon the same information.

(b) Sexual assault in the third degree with a firearm is a class C felony or, if the victim of the offense is under sixteen years of age, a class B felony, and any person found guilty under this section shall be sentenced to a term of imprisonment of which two years of the sentence imposed may not be suspended or reduced by the court and a period of special parole pursuant to subsection (b) of section 53a-28 which together constitute a sentence of ten years.

Sec. 53a-73a. Sexual assault in the fourth degree: Class A misdemeanor or class D felony. (a) A person is guilty of sexual assault in the fourth degree when: (1) Such person subjects another person to sexual contact who is (A) under thirteen years of age and the actor is more than two years older than such other person, or (B) thirteen years of age or older but under fifteen years of age and the actor is more than three years older than such other person, or (C) mentally incapacitated or impaired because of mental disability or disease to the extent that such other person is unable to consent to such sexual contact, or (D) physically helpless, or (E) less than eighteen years old and the actor is such other person's guardian or otherwise responsible for the general supervision of such other person's welfare, or (F) in custody of law or detained in a hospital or other institution and the actor has supervisory or disciplinary authority over such other person; or (2) such person subjects another person to sexual contact without such other person's consent; or (3) such person engages in sexual contact with an animal or dead body; or (4) such person is a psychotherapist and subjects another person to sexual contact who is (A) a patient of the actor and the sexual contact occurs during the psychotherapy session, or (B) a patient or former patient of the actor and such patient or former patient is emotionally dependent upon the actor, or (C) a patient or former patient of the actor and the sexual contact occurs by means of therapeutic deception; or (5) such person subjects another person to sexual contact and accomplishes the sexual contact by means of false representation that the sexual contact is for a bona fide medical purpose by a health care professional; or (6) such person is a school employee and subjects another person to sexual contact who is a student enrolled in a school in which the actor works or a school under the jurisdiction of the local or regional board of education which employs the actor; or (7) such person is a coach in an athletic activity or a person who provides intensive, ongoing instruction and subjects another person to sexual contact who is a recipient of coaching or instruction from the actor and (A) is a secondary school student and receives such coaching or instruction in a secondary school setting, or (B) is under eighteen years of age; or (8) such person subjects another person to sexual contact and (A) the actor is twenty years of age or older and stands in a position of power, authority or supervision over such other person by virtue of the actor's professional, legal, occupational or volunteer status and such other person's participation in a program or activity, and (B) such other person is under eighteen years of age; or (9) such person subjects another person to sexual contact who is placed or receiving services under the direction of the Commissioner of Developmental Services in any public or private facility or program and the actor has supervisory or disciplinary authority over such other person.

(b) Sexual assault in the fourth degree is a class A misdemeanor or, if the victim of the offense is under sixteen years of age, a class D felony.

Stalking Statutes:

Sec. 53a-181c. Stalking in the first degree: Class D felony. (a) A person is guilty of stalking in the first degree when such person commits stalking in the second degree as provided in section 53a-181d and (1) such person has previously been convicted of a violation of section 53a-181d, or (2) such conduct violates a court order in effect at the time of the offense, or (3) the other person is under sixteen years of age.

(b) Stalking in the first degree is a class D felony.

Sec. 53a-181d. Stalking in the second degree: Class A misdemeanor. (a) For the purposes of this section, “course of conduct” means two or more acts, including, but not limited to, acts in which a person directly, indirectly or through a third party, by any action, method, device or means, (1) follows, lies in wait for, monitors, observes, surveils, threatens, harasses, communicates with or sends unwanted gifts to, a person, or (2) interferes with a person’s property.

(b) A person is guilty of stalking in the second degree when:

(1) Such person knowingly engages in a course of conduct directed at a specific person that would cause a reasonable person to fear for such person’s physical safety or the physical safety of a third person; or

(2) Such person intentionally, and for no legitimate purpose, engages in a course of conduct directed at a specific person that would cause a reasonable person to fear that such person’s employment, business or career is threatened, where (A) such conduct consists of the actor telephoning to, appearing at or initiating communication or contact at such other person’s place of employment or business, provided the actor was previously and clearly informed to cease such conduct, and (B) such conduct does not consist of constitutionally protected activity.

(c) Stalking in the second degree is a class A misdemeanor.

Sec. 53a-181e. Stalking in the third degree: Class B misdemeanor. (a) A person is guilty of stalking in the third degree when he recklessly causes another person to reasonably fear for his physical safety by willfully and repeatedly following or lying in wait for such other person.

(b) Stalking in the third degree is a class B misdemeanor.



Appendix VII;

Summary of Recent Bills

Passed in Connecticut Directly

Affecting Crime Victims



2015 Legislative Update

The following is a summary of the recent bills passed in Connecticut that directly affect crime victims.

Acts Concerning Children

Special Act No. 15-10 (Senate Bill No. 303): Establishes of a task force to study the state-wide response to minors exposed to family violence. Such study shall include, but not be limited to, (1) an examination of existing policies and procedures used by the Department of Children and Families, the Department of Mental Health and Addiction Services, health care professionals, law enforcement, guardians ad litem, attorneys for minor children and the Judicial Branch for minors who are exposed to family violence, and (2) the development of a statewide model policy for use by (A) the Department of Children and Families, including organizations with which it contracts services; (B) the Department of Mental Health and Addiction Services, including organizations with which it contracts services; (C) health care professionals; (D) guardians ad litem; (E) attorneys for minor children; (F) law enforcement; and (G) the Judicial Branch, when responding to minors who are exposed to family violence.

Public Act No. 15-221 (Senate Bill No. 312): Requires the Child Fatality Review Panel to review current practices, policies, and procedures protecting children up to age three from unexpected death or critical injury and, by October 1, 2016, submit a report to the Education and Children's committees on their effectiveness in providing such protection. The report must include recommendations on administrative or legislative action needed to better protect these children. The act also requires the Office of the Child Advocate, in consultation with the review panel, to study the rates and causes of child fatalities in the state. Starting by July 1, 2016, the child advocate must report annually on the rates and causes of state child fatalities to the Children's and Education committees. The committees must hold a joint public forum on the child advocate's findings within 60 days of receiving the annual report.

Public Act No. 15-208 (House Bill No. 6725): Requires the children and families (DCF) commissioner, in consultation with the agriculture commissioner and within available appropriations, to develop a protocol to identify and mobilize animal-assisted critical incident response teams statewide. The act extends the deadline for this requirement by two years, from January 1, 2014 to January 1, 2016. It requires the teams to be available to provide animal-assisted activities, not just animal-assisted therapy. The teams must operate on a

volunteer basis and be available on 24 hours' notice. Requires the commissioner, in consultation with the animal-assisted activity community and within available appropriations, to develop by July 1, 2016 a protocol to identify and credential animal-assisted activity organizations and animal-assisted therapy providers in the state. This protocol must provide animal-assisted activities and therapy, not just animal-assisted therapy for children and youths living with trauma and loss. Requires that the DCF commissioner, within available appropriations, develop and implement training for certain department employees and healthcare providers on the (1) healing value of the human-animal bond for children, (2) value of therapy animals in dealing with traumatic situations, and (3) benefits of animal-assisted activities and animal-assisted therapy.

Acts Concerning Seniors

Public Act No. 15-233 (Senate Bill No. 896): Allows the Department of Social Services (DSS) to petition the probate court for an order to enter an elderly person's premises to conduct an assessment if (1) DSS has reasonable cause to believe the elderly person may need protective services and (2) the elderly person or another individual has refused DSS access to the premises. DSS must include certain information in its investigation file and its petition to the probate court. The court must grant the petition if it finds certain conditions are met. The bill also changes several provisions on access to and disclosure of information during and after DSS investigations. The bill also alters the definition of neglect for purposes of DSS investigations and services.

Public Act No. 15-236 (Senate Bill No. 1005): Makes certain emergency medical service providers mandated reporters of elderly abuse and expands training requirements for employees of certain entities who care for someone age 60 or older; gives abused, neglected, exploited, or abandoned elderly people a civil cause of action against perpetrators; requires the Commission on Aging to (a) study best practices for reporting and identifying elderly abuse, neglect, exploitation, and abandonment and (b) create a portal of training resources for financial institutions and agents; requires certain financial agents to receive training on elderly fraud, exploitation, and financial abuse; and makes changes in definitions of elderly neglect and necessary services. The bill also prohibits someone convicted of 1st or 2nd degree larceny or 1st degree abuse of an elderly, blind, or disabled person or person with intellectual disabilities from inheriting, receiving insurance benefits, or receiving certain property from a deceased victim. It makes changes to the disposition of certain types of jointly owned personal property when one owner is convicted of one of these or certain other crimes against another owner.

Public Act No. 15-150 (House Bill No. 5257): Requires people working in certain professions to report to the Department of Social Services (DSS) if they have reasonable cause to suspect or believe a resident in a long-term care facility has been abused, neglected, exploited, or abandoned, and DSS must investigate such reports. Requires DSS, after receiving such a report, to notify the resident's (1) guardian or conservator, if any; (2) legally liable relative; or (3) other responsible party. The department must get the contact information from the long-term care facility and provide the notice as soon as possible, but no later than 24 hours, after receiving

the report. The notice is not required when the guardian, conservator, legally liable relative, or responsible party is the suspected perpetrator.

Acts Concerning Sexual Assault

Public Act No. 15-16 (Senate Bill No. 966): Allows sexual assault forensic examiners (SAFE) to treat sexual assault victims who are patients in a health care facility operated by a higher education institution. SAFEs may treat these patients if the health care facility is (1) licensed by the Department of Public Health (DPH) as an infirmary operated by an educational institution or as an outpatient clinic and (2) accredited by the Joint Commission or the Accreditation Association for Ambulatory Health Care (see BACKGROUND). Prior law allowed SAFEs to treat only acute care hospital patients. Allows SAFEs working in higher education health care facilities, like SAFEs in acute care hospitals, to collect evidence pertaining to the investigation of any sexual assault using the State of Connecticut Technical Guidelines for Health Care Response to Victims of Sexual Assault. Requires that SAFE services provided in a higher education health care facility be (1) aligned with the facility's policies and accreditation and (2) pursuant to a written agreement between the health care facility and (a) DPH and (b) the Office of Victim Services, about the facility's participation in the SAFE program.

Public Act No. 15-205 (House Bill No. 6186): Increases, from a class A misdemeanor to a class E felony, the penalty for a mandated reporter who fails to report suspected child abuse or neglect to the Department of Children and Families (DCF) if the (1) violation is a subsequent violation; (2) violation is willful, intentional, or due to gross negligence; or (3) mandated reporter had actual knowledge of the abuse, neglect, or sexual assault. Extends the mandated reporter law's protection to high school students age 18 and older who are not enrolled in an adult education program. Expands the reporting requirement for school employees and subjects violators to the penalties described above. Requires school employees to report to DCF suspected sexual assault of any student not enrolled in adult education by a school employee. Establishes the factors on which all mandated reporters may base their suspicion. Creates a class D felony for anyone, other than a child or a student not enrolled in an adult education program, to intentionally and unreasonably interfere with or prevent such reporting or conspire or attempt to do so. Requires the principal for each school under the jurisdiction of a local or regional board of education must annually certify to the superintendent that school employees completed such training, and the superintendent must certify compliance to the State Board of Education (SBE). Extends DCF's investigation and notification requirements in reported child abuse or neglect cases to include cases of reported sexual assault of students by school employees. Requires each local or regional board to (1) update its written policy, by February 1, 2016, to include the new school employee reporting requirements and (2) establish a confidential rapid response team, by January 1, 2016, to coordinate with DCF to ensure prompt reporting. Prohibits the boards from hiring noncompliant or convicted employees who were terminated or resigned and requires SBE to revoke the certification, permit, or authorization of anyone convicted of certain crimes.

Public Act No. 15-207 (House Bill No. 6498): Makes various changes affecting evidence in sexual assault cases and establishes deadlines for transferring and processing sexual assault evidence police obtain from health care facilities that collect such evidence. If an accused seeks to introduce evidence of a victim's sexual conduct in a sexual assault case, the bill requires the hearing on the motion to be held in camera (i.e., in private), rather than allowing the court to grant a motion to hold the hearing in that manner. By law, evidence of a victim's sexual conduct in these cases is admissible only in certain limited circumstances. Requires motions, supporting documents, and related court documents concerning these hearings to be sealed, and unsealed only if the court rules that the evidence is admissible and the case goes to trial. If the state discloses any such evidence, the bill limits further disclosure of that evidence by defense counsel.

Public Act No. 15-218 (House Bill No. 7048): Requires state and municipal agencies that incarcerate or detain juvenile offenders, including immigration detainees, to adopt and comply with the applicable standards recommended by the National Prison Rape Elimination Commission for preventing, detecting, monitoring, and responding to sexual abuse. The agencies covered are prisons, jails, community correction facilities, juvenile facilities, and lockups.

Acts Concerning Domestic Violence

Public Act No. 15-175 (House Bill No. 6971): Creates the crime of electronic stalking as a separate stalking crime and makes it a class B misdemeanor. A person commits electronic stalking by willfully and repeatedly using a global positioning system or similar electronic monitoring system to remotely determine or track someone's position or movement, thereby recklessly causing the individual to reasonably fear for his or her physical safety.

Acts Concerning Sexual Offenders

Special Act No. 15-2 (Senate Bill No. 1087): Requires the Connecticut Sentencing Commission to study: (1) The sentencing of sexual offenders; (2) the risk assessment and management of sexual offenders; (3) the registration requirements and registry; (4) the information available to the public and law enforcement regarding sexual offenders; (5) the effectiveness of a tiered classification system based on the risk of re-offense; (6) methods to reduce and eliminate recidivism by individuals convicted of a sexual offense; (7) housing opportunities and obstacles for sexual offender registrants; (8) options for post-sentence appeals concerning the registry status of a sexual offender registrant; (9) sexual offender management; and (10) victim and survivor needs and services and community education.

Acts Concerning Access to Information

Public Act No. 15-164 (House Bill No. 6750): Increases law enforcement agencies' disclosure obligations under the Freedom of Information Act (FOIA) for records relating to a person's arrest. The agency must disclose the (1) arrest warrant application and supporting affidavits, if the arrest was made by warrant, or (2) official arrest, incident, or similar report, if the arrest was made without a warrant. If a judicial authority orders the affidavits or report sealed, in

whole or in part, then the agency must disclose the unsealed portion, if applicable, and a report summarizing the circumstances that led to the arrest, without violating the judicial authority's order. Specifies that the record of the arrest does not include any investigative files a law enforcement agency compiles in connection with investigating a crime resulting in an arrest. Prohibits law enforcement agencies from redacting the record of the arrest except for (1) witnesses' identities; (2) specific information about the commission of a crime, if the agency reasonably believes it may prejudice a pending prosecution or a prospective law enforcement action; or (3) information ordered sealed by a judicial authority. Requires that, during the period in which a person's prosecution is pending, law enforcement agencies disclose under FOIA any public record that documents or depicts a person's arrest or custody, unless there is an applicable statutory exemption from disclosure. A law enforcement agency that receives a FOIA request for such a record must notify the state's attorney for the judicial district where the arrest occurred. Allows the state's attorney to intervene in any proceeding before the Freedom of Information Commission concerning the requested record. Specifies that it applies only when a prosecution is pending against the person who is the subject of the record.

Acts Concerning the Criminal Justice System

Public Act No. 15-84 (Senate Bill No. 796): Establishes a process for defendants that were under the age of 18 when they committed their crime to seek release to parole after serving a portion of their sentence. Requires the court to consider a number of factors prior to sentencing a juvenile offender, convicted of a Class A or B felony, to a lengthy period of incarceration. Prohibits the sentence of mandatory life without the possibility of release in cases of a juvenile convicted of felony murder. Prohibits the sentence of life without the possibility of release in cases of a juvenile convicted of crimes other than murder. Requires that whenever a juvenile is sentenced to a Class A or B felony, the court shall indicate the maximum period of incarceration that may apply to the juvenile and whether the juvenile may be eligible to apply for release on parole. Requires the Connecticut Sentencing Commission to study how victims may be notified of the parole eligibility laws and any other release mechanisms governing cases where a person is convicted of one or more crimes and receives a definite sentence or total effective sentence of more than two years for such crime or crimes.

Public Act No. 15-85 (Senate Bill No. 1033): *In part*, ensures that no person who is listed as a respondent in a civil order of protection or restraining order may be criminally liable for a violation of such order if such person causes a legal document to be served on the protected person by mail or through a third party in accordance with the law. Clarifies that life insurance is not a consideration by the Office of Victim Services when determining an application for compensation.

Public Act No. 15-211 (Senate Bill No. 1105): *In part*, modifies the assault second degree offense to include the "knock-out" game and provides for an enhanced penalty when there is serious physical injury. Establishes a Domestic Violence Offender Program Standards Advisory Council. The Domestic Violence Offender Program Standards Advisory Council shall promulgate, review and, as needed, update and amend the domestic violence offender program standards that were presented to the Criminal Justice Policy Advisory Committee on September 25, 2014. The Victim Advocate is a member of the Advisory Council. Prohibits the entry of a nolle to any charge of family violence for any family violence case initiated on or after

July 1, 2016, that is not referred to the local family violence intervention unit, unless the prosecuting authority states in open court his or her reasons for the nolle and, if the reasons include consideration of the defendant's participation in a counseling or treatment program, a representation that such counseling or treatment program complies with program standards. Includes a victim of family violence among those whose address and phone number do not have to be divulged during any pretrial evidentiary hearing or trial. Includes a victim of family violence among those whose name and address are confidential and may only be disclosed upon order of the court.

Public Act No. 15-213 (House Bill No. 6921): Expands the conduct punishable as voyeurism and expands the sex offender registry requirements to cover this new conduct; increases the penalty for voyeurism when the victim is under age 16 or the offender has a prior conviction of voyeurism or certain other crimes; extends the statute of limitations for voyeurism under certain circumstances; increases the possible probation term for certain types of voyeurism; and extends to voyeurism victims three protections existing law gives to certain sexual assault victims regarding their names, addresses, and other identifying information. Creates a new crime of unlawful dissemination of an intimate image.

Public Act No. 15-216 (House Bill No. 7027): *In part*, expands the list of crimes that bar inmates from earning the credits; requires prison wardens to verify that an inmate being released from a prison earned the credits that are reducing his or her sentence; and requires the Department of Correction (DOC) commissioner, quarterly beginning by January 1, 2016, to report to the General Assembly and post on the department's website certain information about inmates released early because of earned credits.

Public Act No. 15-183 (House Bill No. 7050): *In part*, eliminates automatic transfers for juvenile delinquents, ages 14 through 17, charged with certain class B felonies and raises the minimum age, from 14 to 15, for the (a) automatic transfer for other class B felonies or more serious crimes and (b) discretionary transfer for felonies not subject to automatic transfer.

Acts Concerning Victims of Human Trafficking

Public Act No. 15-195 (House Bill No. 6849): Expands the crime of human trafficking by broadening the conditions under which the crime is committed when the victim is a minor (under age 18); requires the Department of Public Health (DPH) to provide human trafficking victims the same services it must provide certain sexual assault victims under existing law; expands the conditions under which a court must order the erasure of a juvenile's police and court records; expands the list of crimes, including human trafficking, for which wiretapping may be authorized; increases, from 20 to 22, the membership of the Trafficking in Persons Council; and specifically allowing the Office of Victim Services (OVS), under certain circumstances, to waive the two-year limitation on crime victim compensation applications for minors who are victims of human trafficking.



The following is a list of bills in which the OVA submitted testimony during the 2015 legislative session.

Senate Bills:

[1114 AN ACT CONCERNING THE COMMISSION ON RACIAL AND ETHNIC DISPARITY IN THE CRIMINAL JUSTICE SYSTEM.](#)

[1127 AN ACT CONCERNING MANDATORY MINIMUM SENTENCES FOR CHILDREN TRIED AS ADULTS.](#)

[1087 AN ACT CONCERNING SEXUAL OFFENDER REGISTRATION LAWS, RESIDENCY RESTRICTIONS FOR REGISTERED SEXUAL OFFENDERS AND REENTRY HOUSING.](#)

[303 AN ACT CONCERNING CHILDREN EXPOSED TO FAMILY VIOLENCE.](#)

[636 AN ACT CONCERNING AFFIRMATIVE CONSENT.](#)

[650 AN ACT CONCERNING TEMPORARY RESTRAINING ORDERS.](#)

[796 AN ACT CONCERNING LENGTHY SENTENCES FOR CRIMES COMMITTED BY A CHILD OR YOUTH AND THE SENTENCING OF A CHILD OR YOUTH CONVICTED OF CERTAIN FELONY OFFENSES.](#)

[896 AN ACT CONCERNING PROTECTIVE SERVICES FOR SUSPECTED ELDERLY ABUSE VICTIMS.](#)

[1005 AN ACT PROTECTING ELDERLY PERSONS FROM EXPLOITATION.](#)

[1072 AN ACT CONCERNING PUBLIC SAFETY.](#)

House Bills:

[7050 AN ACT CONCERNING THE JUVENILE JUSTICE SYSTEM.](#)

House Bills continued:

7005 AN ACT CONCERNING DOMESTIC VIOLENCE OFFENDER PROGRAM STANDARDS AND INCREASED PROTECTIONS FOR VICTIMS OF DOMESTIC VIOLENCE.

7004 AN ACT CONCERNING IMPLEMENTATION OF THE RECOMMENDATIONS OF THE TASK FORCE TO STUDY SERVICE OF RESTRAINING ORDERS.

6244 AN ACT CONCERNING PARENTS AND GUARDIANS OF CRIME VICTIMS AND UNEMPLOYMENT BENEFITS.

6498 AN ACT CONCERNING THE TIMELY TRANSFER AND PROCESSING OF SEXUAL ASSAULT EVIDENCE COLLECTION KITS.

6588 AN ACT CONCERNING OPEN CONTAINERS IN MOTOR VEHICLES.

6734 AN ACT CONCERNING SURETY BAIL BOND AGENTS.

6848 AN ACT PROTECTING VICTIMS OF DOMESTIC VIOLENCE.

6921 AN ACT CONCERNING INVASIONS OF PRIVACY.

6923 AN ACT CONCERNING SEXUAL ASSAULT.

6926 AN ACT CONCERNING LENGTHY SENTENCES FOR CRIMES COMMITTED BY A CHILD OR YOUTH.

6939 AN ACT CONCERNING SEXUAL ASSAULT IN THE FIRST DEGREE.

6971 AN ACT CONCERNING THE USE OF A GLOBAL POSITIONING SYSTEM.