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PREFACE

St. John’s University attempts at all times to maintain a safe environment that supports its educational mission and is free from exploitation and intimidation as well as discrimination based on gender. Sexual violence and sexual harassment of any kind is antithetical to the mission of St. John’s University and the values it upholds. In accordance with Title IX, the University strives to eliminate sexual harassment, prevent its recurrence, and address its effects.

This guide was created to address the issue of sexual violence and describe St. John’s University’s policies and procedures regarding sexual offenses and sexual harassment. In addition, this guide provides information to the University community on how to help a survivor of sexual violence. It also provides helpful information to survivors of sexual assault, intimate partner violence, and stalking, including various options and resources that are available. A comprehensive list of on- and off-campus resources can be found at the back of this guide.

The term “survivor,” which is used through this guide, will be used to refer to someone who has directly experienced a sexual assault. It does not matter how long ago the assault occurred. We acknowledge that the person has survived the experience and is beginning the path toward recovery.
DEFINITIONS OF SEXUAL MISCONDUCT/SEXUAL ASSAULT

(Obtained from the SJU Student Code of Conduct)

**Sexual Misconduct:** Sexual misconduct can be committed by individuals of any gender, and it can occur between individuals of the same gender or different genders. It can occur between strangers or acquaintances as well as people involved in intimate or sexual relationships. The consumption of alcohol or the use of illegal substances does not constitute a mitigating circumstance when it contributes to a violation regarding sexual misconduct. Sexual misconduct includes the behaviors described below.

- **Sexually Inappropriate Conduct:** Unwelcome sexual conduct that may not rise to the level of sexual harassment or sexual exploitation, but that is sexual in nature. Examples include, but are not limited to, posting or showing sexually explicit or offensive material; an isolated occurrence of obscene or sexually offensive gestures and comments; lewdness; exposure of one's self to another person without that person's consent.

- **Sexual Exploitation:** Any act whereby one person violates the sexual privacy of another or takes sexual advantage of another who has not provided consent. Sexual exploitation also includes recording, photographing, transmitting, viewing, or distributing intimate or sexual images or sexual information without the knowledge and consent of all parties involved, and observing others who are engaged in intimate or sexual situations without permission.

- **Sexual Harassment:** Unwelcome sexual advances, requests for sexual favors and other gender-based verbal or physical conduct that is severe, persistent, or pervasive enough to unreasonably interfere with an individual’s educational experience or living conditions. Sexual harassment also occurs when submission to or rejection of such conduct denies or limits someone’s ability to participate in or benefit from any University educational program or activity; or by creating an intimidating, hostile, or offensive environment for another person.

- **Nonconsensual Sexual Contact (Sexual Assault):** Any intentional sexual contact with another person, however slight, that occurs without that person's consent. This includes oral or genital contact not involving penetration; contact with the breasts, buttocks, or genital area, (including over a person's clothing); removing the clothing of another person without consent; or kissing without consent. Sexually touching another individual by the threat of force, or intentional contact of a sexual nature with a person who is incapacitated at the time, is also considered nonconsensual sexual contact.

- **Nonconsensual Sexual Penetration (Rape):** Any act of vaginal or anal penetration by a person's penis, finger, body part, or an object without consent or oral penetration by a penis without consent. Any such act involving force or duress, or that occurs with an incapacitated individual, will be deemed especially egregious.

(Other standard definitions)

**Consent:** Consent is granted when a person freely, actively, and knowingly agrees at the time to participate in a particular sexual act with another person.

**A person is considered incapable of giving consent if he or she is:**

1. under the age of consent (which is 17 in New York State),
2. asleep, unconscious, and/or losing and regaining consciousness,
3. mentally or physically incapacitated, for example, by alcohol and/or other drugs, or
4. under threat of physical force or intimidation

- Consent exists when mutually understandable words and/or actions demonstrate a willingness to participate in a mutually-agreed-upon activity at every stage of that sexual activity.
- Consent can be revoked by either party at any stage.
- Consent cannot be assumed from partner silence, manner of dress, or based on a previous or ongoing sexual relationship.
**Intimate Partner Violence (IPV):** Intimate Partner Violence, also known as relationship violence or domestic violence, is any intent or action taken to control one’s romantic partner, which may include physical, sexual, emotional, and/or verbal behaviors. Physical behaviors include any act with potential to harm or kill, such as throwing objects, physical restraint, pinching, scratching, pushing, shoving, grabbing, hitting, slapping, kicking, use of weapon, or threat of such. Emotional behaviors include yelling, insulting, name-calling, put-downs, sulking, refusing to speak to the partner, silent treatment, spreading gossip or rumors, jealous attempts to control behavior, and/or separation from family or friends.

**Stalking:** Stalking is defined as a course of conduct directed at a specific person that would cause a reasonable person to feel fear. A course of conduct can refer to a pattern of behavior of two to three instances or short-term acts. Such behavior is prohibited regardless of the relationship between individuals. Any behavior or activity that places another individual in fear of personal harm and/or is intended to cause emotional distress to another individual may be considered stalking behavior.

**Examples of stalking behaviors include:**

- Nonconsensual communication
- Following, pursuing, waiting, showing up
- Surveillance/observation (physical and/or electronic)
- Trespassing
- Vandalism
- Nonconsensual touching
- Direct threats
- Gathering information on victim
- Manipulative and controlling behaviors
- Defamation and slander

These behaviors can be in the form of telephone calls, voice messages, texts, e-mails, social media posts/messages/chat, uploading video and/or picture posts, letters, gifts, etc.
DEFINITIONS OF SEXUAL HARASSMENT AND DISCRIMINATION-RELATED HARASSMENT

Sexual harassment and discrimination-related harassment are similarly prohibited at St. John’s University.

(Taken from HR Policy)

**Sexual Harassment:** Sexual harassment is a form of discrimination and violates the law. It includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature, such as sexual assault or acts of sexual violence when: 1) submission to such conduct is made either explicitly or implicitly a condition of an individual’s employment or education; 2) submission to or rejection of such conduct by an individual is used as the basis for academic or employment decisions affecting that individual; 3) conduct has the purpose or effect of substantially interfering with an individual’s academic or professional performance by creating an intimidating, hostile, or offensive employment, education, or living environment; 4) such conduct has the purpose or effect, when judged from the perspective of a reasonable person in the position of the complaining individual, of creating an intimidating, hostile, or offensive environment for working, learning, or enjoying other University opportunities, programs, and activities. This definition of sexual harassment will be interpreted and applied consistently with current legal standards, as well as accepted standards of mature behavior, professional responsibilities, academic freedom, and freedom of expression.

**Examples of Discrimination-Related and Sexual Harassment**

Each member of the University community must exercise his or her own good judgment to avoid engaging in conduct that may be perceived by others as harassment. Subjecting employees or students to harassment by a visitor to campus or while off-campus in the course of conducting University business is also prohibited by this policy. Forms of discrimination-related and sexual harassment include, but are not limited to:

<table>
<thead>
<tr>
<th>FORM</th>
<th>DESCRIPTION</th>
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<tbody>
<tr>
<td>Verbal</td>
<td>Repeated sexual innuendoes, racial or sexual epithets, derogatory slurs, off-color jokes, propositions, threats or suggestive or insulting sounds, phone calls</td>
</tr>
<tr>
<td>Visual/Nonverbal</td>
<td>Derogatory posters, cartoons, or drawings; suggestive objects or pictures; graphic commentaries; leering; obscene gestures or exhibitionism; transmission of such offensive material through the mail or using any electronic communication medium (e.g. text messages, e-mail, a social networking service, or the Internet)</td>
</tr>
<tr>
<td>Physical</td>
<td>Unwanted physical contact, including touching, patting, pinching, hugging, brushing against another’s body, or interference with an individual’s normal physical movements, attempted sexual assault, sexual assault</td>
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**Examples of Discrimination Using Terms and Conditions of Employment or Education:**

1) Making or threatening to make reprisals as a result of a negative response to harassment by making explicit or implied suggestions that submission to or rejection of sexual advances will affect decisions regarding an individual’s terms or conditions of employment or education

2) Making employment or educational decisions affecting an individual on the basis of personal characteristics that are protected by law

**Employment terms and conditions** can include hiring, job classification, work assignments or status, salary or other compensation, promotion or transfer, discipline, discharge, layoff, leaves of absence, job training, benefits, or other terms or conditions affecting one’s employment.

**Educational terms and conditions** can include academic standing, grades, participation in programs or activities, athletic opportunities, receipt of financial aid, grants, leaves of absence, or other terms or conditions affecting one’s education.
STATISTICS ON SEXUAL VIOLENCE

National Campus Statistics
Adapted from Townsend & Werden; National Violence Against Women; Center for Disease Control):

- One out of four women will be the victim of rape in her lifetime.
- One out of three women will be the victim of some form of sexual assault during her lifetime.
- 83 percent of all rapes involve women under the age of 25.
- 90 percent of campus sexual assaults involve the use of alcohol.
- While less is known about sexual assault of men because of underreporting, men are also survivors.
- Almost half of college women who are raped had no previous sexual experience prior to the sexual assault.
- Of those who are raped, only 25 percent of college women describe it as rape.
- Of those women who describe it as rape, only 10 percent report the rape.
- Rates of nonfatal intimate partner violence are highest for females aged 16–24 years.
- Nearly 25 percent of adult women report being a victim of domestic violence in their lifetime, and about 50 percent of the intimate partner violence against females results in injury.

Stalking Statistics

- One out of 12 women will be stalked at some point in her lifetime.
- One out of 45 men will be stalked at some point in his lifetime.
- 81 percent of stalking survivors who were stalked by their intimate partner reported that they had also been physically assaulted by that partner.
- 76 percent of femicide (murder of women) cases involved at least one episode of stalking within 12 months prior to the murder.
- 85 percent of attempted femicide (murder of women) cases involved at least one episode of stalking within 12 months prior to the murder.

ST. JOHN’S UNIVERSITY POLICY ON SEXUAL ASSAULT

(Obtained from the St. John’s University HR Policy Manual; Policy #703)

St. John’s University will not tolerate or condone any instance of sexual assault within its community. Sexual assault is any type of sexual contact or behavior that occurs without the explicit consent of the recipient, under the threat of force or coercion, or where an individual is incapable of giving consent because of his or her temporary or permanent mental or physical incapacity. Falling under the definition of sexual assault are sexual activities such as forced sexual intercourse, forcible sodomy, child molestation, incest, fondling, attempted rape, and other nonconsensual sex offenses.

Every member of the faculty, administration, and staff of St. John’s University, acting in his or her capacity as an employee of the University, is obligated to immediately report any incident of sexual assault against any member of the University community upon learning of the incident. Even when the individual requests confidentiality of the incident, the employee has a responsibility to report it.

In addition, all potential criminal activity, including any allegation of criminal sexual assault or violence that is brought to the attention of any member of the University, must be reported to the Public Safety Department. A specific, limited exemption exists for a priest who learns of the behavior in a confessional or a licensed health or mental health professional when functioning in that individual’s designated role within the University as health professional in the health center or staff counselor in the Center for Counseling and Consultation. A priest who has a crime disclosed during the sacrament of confession will encourage and work with the penitent to find appropriate support services both on and off campus. Pastoral counselors or priests who have a crime disclosed to them outside of the sacrament of confession are required to report the crime in accordance with this policy.

Incidents of discrimination and harassment should be reported according to policy #704, the University’s Policy against Discrimination and Harassment and Related Complaint Procedures. Complaints filed with the University are subject to adjudication as outlined in policy #704. This policy also outlines the rights of both the complainant and the respondent and provides detailed complaint resolution procedures.

Additional information relating to sexual assault is distributed annually to the University community. The Public Safety website lists programs concerning crime prevention, sexual assault, and campus safety; and the online Student Handbook addresses this in its chapter on Maintaining Safety and Security on the St. John’s Campus.
WHAT YOU CAN DO IF YOU HAVE EXPERIENCED SEXUAL ASSAULT, INTIMATE PARTNER VIOLENCE, OR STALKING: A GUIDE FOR SURVIVORS

St. John’s University is committed to providing confidential, nonjudgmental, and appropriate support services for all sexual assault survivors, regardless of gender, ethnicity, race, sexual orientation, age, ability, immigration status, or whether or not they report the crime.

It is important that you understand that you are not at fault for the assault in any way. No one ever deserves to be assaulted, and persons who commit sexual assault do so out of a need to control, dominate, abuse, and humiliate.

It is also important that you know that you have a number of resources and options available to you following an assault. Some of these options include:

• Medical care
• Mental health and counseling services
• Reporting options (criminal, University)
• Housing
• Academic assistance
• Academic accommodations
• Health-related leave of absence

Immediate Needs – Safety

For survivors who have just experienced a sexual assault, it can be important to find a place where you feel comfortable and safe from harm. This location could be your home, a friend’s room, local hospital, public safety office, or police station. If you are on campus and need immediate assistance, you can call Public Safety at 718-990-5252. If you are off campus, you can call 911.

Any of the following resources could be called upon for assistance: St. John’s University Public Safety, the Health Center, Center for Counseling and Consultation, Campus Ministry, a resident director or resident assistant. A comprehensive list of on- and off-campus resources is available at the end of this guide.

Medical Options

It is strongly recommended that you seek medical aid promptly, especially if you have been physically injured. Even if you do not have any visible physical injuries from the assault, there may be physical injuries that you cannot see. Medical and health centers can also provide additional services such as testing for sexually transmitted diseases and emergency care. A complete medical evaluation will include a physical examination, treatment, evidence collection, and/or counseling. You will not be made to do anything you do not want to do and may decline any of the elements of this evaluation.

If you have been sexually assaulted in the past 96 hours:

Evidence collection may be possible through a “rape kit” if you have been sexually assaulted in the past 96 hours. During this process, physical evidence is gathered for potential use in a criminal investigation and prosecution. A trained doctor or nurse will collect the evidence necessary to establish that a crime occurred and, if possible, establish who committed the crime. To do so, the doctor or nurse will perform an internal examination (either vaginally, anally, or both) taking swabs of any secretions left by the perpetrator, and will do the same to your mouth if any oral contact was made during the assault. The clothes you were wearing may be held as evidence also, so it is a good idea for you to bring along a change of clothes to the hospital. If you choose to undergo a rape evidence kit, it is important that you do not bathe, douche, brush teeth, or comb your hair. A series of photographs may also be taken of you, including anywhere there are bruises, scrapes, or cuts. You may stop the procedure at any time.
It is also important to note that you do not have to press charges if you complete a rape evidence kit. If you are unsure about participating in criminal prosecution, having the rape evidence kit done will help keep your options open. Typically, evidence will be kept for a period of time to enable you to consider your options.

- If you would like to receive medical care, you may call 911, call Public Safety at 718-990-5252, or visit the hospital on your own. When you call 911 or Public Safety, explain what happened and request transportation to an emergency department that has a certified Sexual Assault Forensic Examiner (SAFE) program (see list at the end of this guide). SAFE programs have specially trained health professionals who provide medical care to patients who report sexual assault, including evaluation, treatment, referral, and follow-up. Trained advocates at the hospital may also be available to provide you with additional support and to guide you through the experience at the hospital. If you go to the nearest emergency department that does not have a designated SAFE program, you have the right to be transferred to the nearest hospital that does.

Counseling and Support

Experiencing any form of sexual assault or attempt may bring up many different types of feelings that can be painful, confusing, and overwhelming. Obtaining support from family and friends is very important. In addition, enlisting support from a professional who is specially trained in working with survivors of sexual assault can also be helpful for recovery.

After the actual incident, you may experience acute stress that may include a range of difficulties such as nightmares, flashbacks, numbness, and withdrawal from family and friends. In addition, survivors may sometimes blame themselves, feel upset about the reactions of their friends and/or family, feel ashamed and/or angry about what happened, or even question their core beliefs and morals involving sexuality, relationships, and religion. These responses are normal and understandable. However, the responses can make it difficult for some survivors to manage these feelings alone. Many survivors find comfort in sharing their story in a supportive and confidential context. It is also possible to learn new coping skills to help manage the emotions and facilitate return to activities that the person finds meaningful and important.

Counseling: Campus and Community Options

You have a number of options if you would like to receive counseling. Both on- and off-campus resources are available to all survivors. On-campus resources include the Center for Counseling and Consultation (CCC). The CCC has mental health professionals available to provide support and assistance to sexual assault survivors. Counseling services by the CCC are private and confidential. The CCC has locations on the Queens campus (Marillac Hall, Room 130, 718-990-6384) and the Staten Island campus (Flynn Hall, Room 115, 718-390-4451).

Campus Ministry

In addition, campus ministers are available for support and follow-up referrals. The Office of Campus Ministry has locations on the Queens (Marillac Hall, Room 239, 718-990-6255) and Staten Island (Notre Dame House, 718-390-4475) campuses.

Student Health Services

Student Health Services also has staff available to provide medical assistance or support. Student Health Services has locations on the Queens Campus (DaSilva, First Floor, 718-990-6360), as well as the Staten Island campus (Campus Center, Room B-17, 718-390-4447).

Community Resources

You also have off-campus resources available to you. Programs such as Mount Sinai’s Sexual Assault and Violence Intervention (SAVI) program offer survivors free support and counseling, assistance in reporting the assault to NYPD if you choose to do so, and assistance in filing compensation claims with the New York State Office of Victim Services. This program is located at Elmhurst Hospital Center, 79-01 Broadway, Queens, NY. Other area clinics and programs provide survivors with additional support and assistance. Also available are several 24-hour free and confidential hotlines that can be helpful to some survivors who may not feel comfortable talking to someone in person. Contact information for these and other on- and off-campus resources is printed at the end of this guide.
Reporting Options: Criminal and University

Criminal/Legal Options

The decision to report a sexual assault to law enforcement is solely up to you. You have the right to report the assault at any time. If you decide to report the assault to law enforcement and the assault occurred within 96 hours, it is crucial for evidentiary reasons that you do not:

- Shower, bathe, or douche;
- Throw away any clothes that were worn at the time of the assault;
- Brush or comb your hair;
- Use the restroom;
- Brush your teeth or gargle;
- Put on makeup;
- Clean or straighten up the crime scene; and
- Eat or drink anything.

The location of where the assault occurred dictates the police agency that has jurisdiction. You may contact your local precinct to discuss your options. Because it is important to ask questions before and throughout the reporting process, many rape crisis centers and programs, including the Sexual Assault and Violence Intervention (SAVI) Program, will guide you through this process free of charge. Their advice and caring support can prove to be invaluable as you interact with the police and the criminal justice system. The process may be overwhelming at times and it is important for you to know you do not have to go through it alone.

If you plan to report, it may be helpful for you to immediately write down everything you can remember about the assault (for your own purposes) including what the assailant(s) looked like (e.g., height, weight, scars, tattoos, hair color, clothes); any unusual odor; any noticeable signs of intoxication; anything the assailant(s) said during the assault; what kinds of sexual activities were demanded and/or carried out; what kinds of weapons, threats, or physical force were used; and any special traits noticed (e.g., limp, speech impediments, use of slang, lack of erection, etc.). Writing it down will not only aid you in recalling details should you be required to testify, but it also gives you an active role in the investigation, which can be empowering as it allows for an element of control in a situation where control had previously been taken away.

If you choose to report the assault, you will probably be asked to describe your experience in detail to several different officers and investigators. You may also be asked to tell a nurse what happened, and may want to share your feelings with an advocate. If the case is pursued, at a later date you will be interviewed by the prosecutor’s office and may have to take part in different hearings in which you are asked questions about the assault. If you plan to prosecute, you should know it may take months or years for a case to go to trial. Again, the resources provided at the end of this guide and survivor groups are invaluable at helping you get through this process.

If you report a sexual assault to law enforcement, you may be eligible for state crime victim compensation funds. If you are eligible, these funds can possibly pay for medical expenses; one-time or ongoing sexually transmitted disease testing; psychological counseling and treatment; lost wages; crime scene clean-up expenses; the cost to repair or replace items of essential personal property; reasonable court transportation expenses and other services and assistance. Programs such as SAVI can also assist you in filing compensation claims with the New York State Office of Victim Services. For more information, please visit ovs.ny.gov/helpforcrimevictims/helpforcrimevictims.aspx.

University Reporting Options

You have the choice to report the sexual assault to the University. This can be done by informing the dean of students and/or Public Safety. If the accused assailant is a St. John’s University student, employee, or member of the University community, a formal investigation by the University Office of Student Conduct or Human Resources will occur. Once a report is made, the University will provide you with support and resources that can help you
though the recovery process. Interim measures such as temporary suspension for the accused assailant may be taken. If the accused assailant is not a St. John's student, employee, or member of the University community, it is possible to file for a “Trespass Notice,” which means that the assailant will not be allowed on any University grounds nor attend any University events.

Under the Title IX legal mandate, if a member of the University such as faculty, deans, staff, and/or administrators is informed about an assault, that University member must report the assault to the dean of students or Public Safety in order to secure your safety and the safety of the University community. Public Safety will also be informed and the dean of students will inform the Title IX coordinator, who will oversee the investigation and process. The only exceptions to this mandate are information that is reported during a counseling session at the Center for Counseling and Consultation and to a priest during confessional services.

**Housing Options**

It is important that you feel safe and comfortable on our campuses in the place that you live and reside. Alternative housing options are available to you. The dean of students will provide the options for alternative housing for yourself or the accused assailant, who may be asked to leave the residence halls or moved to another location.

- If you live off-campus and feel unsafe in your current housing, the dean of students may help you obtain temporary housing until more appropriate housing is obtained.

**Academic Assistance and Accommodations**

Because experiencing a sexual assault can often be traumatic, overwhelming, and confusing, survivors may find it hard to concentrate and focus on academics during this time. After a sexual assault, it may be helpful to take time away from school and be with family and friends. If you need time away from school, you can request that the dean of students contact the academic dean so that you can be excused for a specific, allotted time. Or you may contact the academic dean or professor on your own to make the request. The dean of students will not divulge any information regarding the assault to the academic dean or faculty without your consent. If you would like to take a leave for a longer period of time, you may apply for a voluntary Health-Related Leave of Absence. (See below for details.)

In addition, it may also be possible to request time-limited academic accommodations through the dean of students. Academic accommodations such as taking an exam at a later time are under the discretion of each individual professor. If you experience consistent academic difficulties as a result of the assault, including mental or physical illnesses such as anxiety, depression, Post Traumatic Stress Disorder (PTSD), or any other mental or physical illnesses, you may request ongoing academic accommodations through the Office of Disabilities. You will be asked to provide written documentation from your treating provider. The Office of Disabilities is located on the Queens campus (Marillac Hall, Room 132) and the Staten Island campus (Flynn Hall, Room 115).

**Voluntary Health-Related Leave of Absence**

You may apply for a Voluntary Health-Related Leave of Absence (HRLOA). An HRLOA is an agreement regarding a separation between the student and the University for a period of time. HRLOAs are coordinated through the Department of Student Wellness, Division of Student Affairs. HRLOAs are recommended in those instances when a student's medical and/or mental health condition is judged to significantly impair his or her ability to function successfully or safely as a student. It is expected that a student who is granted an HRLOA will use the time away from the University for treatment and recovery. It should be understood that most students require a reasonable period of time away from St. John's University, and, in the case of mental health services, a course of clinically recognized and accepted treatment interventions to recover their health sufficiently in order to obtain clearance from the Health Related Leave Review Committee to pursue re-enrollment.

Current policy requires that specific steps be followed in order for a student to both obtain an HRLOA and to return from one. More information can be found at stjohns.edu/campus/handbook/chapter6/vla.
HOW TO HELP A SOMEONE WHO HAS EXPERIENCED A SEXUAL ASSAULT, INTIMATE PARTNER VIOLENCE, OR STALKING

Remember, there is no “right” way for a survivor to respond to an assault. You may have different feelings about the survivor’s choices, but it is important to allow the survivor to make his or her own choices. Survivors of sexual assault temporarily lose control over their life and body. Given this, it is important that their decisions be respected now, even if you disagree with their choices.

Reactions after a Sexual Assault
Every survivor’s experience of sexual assault is different and each survivor may react in many different ways. These reactions may include confusion, anxiety, fear, shock, numbness, self-blame, guilt, shame, sense of loss of control/powerless, life disruptions (physical, psychological, social), anger, isolation, low self-esteem, increased substance use, depression, suicidal ideation, and post-traumatic stress disorder (PTSD).

Whatever the reaction, it may be helpful for the survivor to call a friend, relative, partner, counselor, the police, public safety, a rape hotline, and/or an advocate specifically trained in assisting survivors of sexual assault. During this time a survivor also has a perplexing number of decisions to make that can be confusing and overwhelming. Whatever decision he or she chooses to make is always the right one. It is important for the survivor to be in control of the choices he or she makes. It is also important to inform survivors that they have options.

What to do:

- Establish safety and security.
- Believe the survivor. Many people who have experienced a sexual assault fear that no one will believe them or that their experience will be trivialized.
- Allow the person be in control of the situation (i.e., deciding who is informed of the incident). Understand that trust and control over the person’s life has been disturbed. He or she needs to regain control and needs to be able to trust you.
- Respect the survivor’s confidentiality.
- Reassure the survivor that he or she is not to blame.
- Let the survivor know you care. This may be the first time the survivor has talked about his or her experience.
- Acknowledge the courage and strength the survivor has exhibited in seeking help. Start by reassuring the survivor that he or she did the right thing by telling someone about the incident.
- Inform the survivor of all of his or her resources and options listed in this guide.
- Helpful phrases include:
  o Are you all right?
  o How can I help?
  o I’m here to listen.

- Survivors also have resources on- and off-campus to help them make their decisions and get their needs met. These options include:
  o Assistance with obtaining medical care
  o Referrals to appropriate services and resources
  o Assistance with filing a police report
o Assistance with filing a University complaint
o Assistance with housing relocation
o Academic assistance
o Assistance with academic accommodations
o Assistance with applying for a health-related leave of absence

• It is important to help survivors get connected to these appropriate resources, if they choose to do so.
• Recommend that they speak to a trained counselor or advocate. On campus, counselors at the Center for Counseling and Consultation as well as campus ministers are available to provide support to survivors in need. There are also several off-campus resources that are available. In addition, there are trained advocates available to the survivor during different stages of the process. For support during a hospital visit, advocates are available through programs such as SAVI. In addition, SAVI offers advocates to help them with any legal questions and/or concerns. Advocates (advisors who are members of the University Advisor Panel) are also available to a survivor if their case goes through the University’s Conduct Board hearing. See the Resource List section of this guide for a comprehensive listing.
• Get help for yourself. Learning of traumatic news can be difficult to process. You may feel the need to talk with someone about your own feelings and concerns.

What not to do:
• It is important to avoid questioning a survivor about how he or she tried to resist the assault or his or her actions prior to the assault. This line of inquiry can come across as blaming even when you are just trying to get the facts.
• Examples of what not to say:
  o “Did you fight back?”
  o “Did you call for help?”
  o “Did you say no?”
  o “What were you wearing?”
  o “Had you been drinking?”
  o “Did you invite him/her back to your room?”
  o “Everything will be okay”
  o “You should…”

• Avoid making guarantees or promises (i.e., “Everything will be okay”), which is something that we cannot control and may minimize the survivor’s current experience.
• Refrain from giving advice. Instead, be an active listener.
• Try to minimize the number of times the survivor must tell what has happened, as this may be retraumatizing for the survivor.
REPORTING PROCEDURES FOR THE UNIVERSITY

According to the St. John’s University HR Policy Manual in accordance with the Title IX legal mandate, every member of the faculty, administration, and staff of St. John’s University, acting in his or her capacity as an employee of the University, is obligated to immediately report any incident of sexual assault, rape, or other forcible sexual offense against any member of the University community upon learning of the incident. Additionally, every member of the faculty, administration, and staff is similarly obligated to report any incident of intimate partner violence or stalking against any student member of the University upon learning of the incident. Even when the individual requests confidentiality of the incident, the employee has a responsibility to report it.

Reporting Structure

When a situation is a crisis, but no imminent danger exists, report it to:

• **Dean of students** (Queens, ext. 6774); (Staten Island, ext. 4445); (Manhattan, ext. 5173); or
• **Vice president for public safety** at 718-990-5252 or Queens ext. 5252; Staten Island, ext. 4487; Manhattan, ext. 5155.

If a student is in imminent danger, call 911 and Public Safety directly from any campus phone. The Department of Public Safety can be reached 24 hours a day, seven days a week.

After a report is made, the Title IX coordinator will be informed and will oversee the investigation and process. The student will also have contact with a support person from the University, who will discuss the survivor’s options for formal reporting procedures and available medical, counseling, academic, legal, and housing resources. For further details on how to help the student in need, see section titled “How to Help Someone Who Has Experienced a Sexual Assault, Intimate Partner Violence, or Stalking.” A complete listing of on- and off-campus resources is available at the end of this guide.

WHAT CAN I DO TO KEEP SAFE?

No one is ever responsible for the crime of sexual assault being perpetrated against them. However, every student at St. John’s University should familiarize themselves with consent and some behaviors that may help them be safer.

Facts to Know

- Consent must be active and full. If any type of manipulation, threat, or force is used to obtain a “yes” to sexual activity, then the “yes” does not qualify as consent.
- Even if you are in a long-term relationship, you have the right to refuse sexual activity with your partner. Prior consent to sexual contact does not imply current or future consent.
- An absence of “no” does not equal “yes.” Silence could mean many things other than “yes.” It could mean fear to say “no.”
- Respect a person’s expectations and limits. If you do not know what they are, it is your responsibility to ask.
- Do not assume that a person’s past behavior applies to the present. People have the right to make different choices about their sexual activity and level of desired intimacy at all times.
- You are responsible for your actions. Your attraction to someone does not give you the right to ignore that person’s expectations and limits.
• Having sex with a person who is mentally or physically incapable of consenting is rape. If you have sex with a person who is drugged, intoxicated, passed out, incapable of saying “no,” or otherwise unaware of what is happening around him/her, you may be guilty of rape.

• Remember that rape/date rape is a crime. This applies whether the person is a date, a girlfriend or boyfriend, a spouse or significant other, or an acquaintance.

Possible Protective Strategies:

• Trust your instincts. Honor your gut reaction in an uncomfortable situation or if you are feeling unsafe, even if you don’t know why you feel that way. Leave immediately and seek help.

• The assailant and/or survivor are intoxicated in the majority of sexual offenses on college campuses. Because perpetrators use alcohol and other drugs to make their victims more vulnerable, be aware of who is serving you a drink and get help from someone you trust if you start to feel uncomfortable. Do not leave beverages unattended or accept drinks from someone you don’t know; always keep your drinks in sight.

• Tell someone you trust where and with whom you’re going out, and when you will return.

• Go out with friends whom you trust and agree to look out for one another. Leave with this group rather than leaving alone or with someone you don’t know well.

• Do what is right for you when it comes to sexual activity and let people know your limits as clearly as possible.
RESOURCE LIST

FOR EMERGENCIES:

On-Campus Emergency: Call Public Safety
Queens Campus 718-990-5252
Staten Island Campus 718-390-4487
Manhattan Campus 212-277-5155

Off-Campus Emergency: Call 911

ON-CAMPUS RESOURCES

• Dean of Students
  STJ All Campuses
  Dr. Daniel Trujillo
  Bent Hall – Garden Level
  718-990-6774

• Center for Counseling and Consultation (CCC)
  Queens Campus
  Marillac Hall, Room 130
  718-990-6384

Staten Island Campus
Flynn Hall, Room 115
718-390-4451

• Student Health Services
  Queens Campus
  DaSilva Hall, First Floor
  718-990-6360

Staten Island Campus
Campus Center, Room B-17
718-390-4447

• Campus Ministry
  Queens Campus
  Marillac Hall, Room 239
  718-990-6255

Staten Island Campus
Notre Dame House
718-390-4475

• Office of Disabilities
  Queens Campus
  Dot Schmitt, LMHC
  Marillac Hall, Room 134
  718-990-6867

OFF-CAMPUS RESOURCES

QUEENS

• Mount Sinai - Elmhurst Hospital
  Sexual Assault and Violence Intervention Program (SAVI)
  9-01 Broadway
  Queens, NY 11373
  718-334-1418
  mssm.edu/savi

• SAFE HORIZON
  Queens Community Program
  718-899-1233
  safehorizon.org

• Queens Rape Counseling Center
  71-49 Loubet Street
  Queens, NY 11315
  718-263-2013

• Queens Family Justice Center
  126-02 82nd Avenue
  Kew Gardens, NY 11415
  917-575-4500

• Turning Point (for Muslim women and families)
  718-883-9400
  tpny.org/

• NYPD Special Victims Unit – Queens
  112th Precinct - Forest Hills, NY
  718-520-9363

MANHATTAN

• Mount Sinai Medical Center
  Sexual Assault and Violence Intervention Program (SAVI)
  1468 Madison Ave
  NY, NY 10029
  212-423-2140
  mssm.edu/savi

• Violence Intervention Program (VIP) Inc.
  P.O. Box 1161
  Triborough Station
  New York, NY 10035
  212-410-9080, ext. 161
  vipmujeres.org/

• New York Presbyterian Hospital
  Domestic and Other Violent Emergencies (DOVE) Program
  622 W 168th Street, HP2
  New York, NY 10032
  212-305-9060
  nyp.org/dove/

• New York Presbyterian Hospital-Cornell Medical Center
  Victim Intervention Program
  525 East 68th Street
  New York, NY 10065
  212-746-4458
  svfreenyc.org/resource_1074.html

• Gay and Lesbian Anti-Violence Project
  240 W 35th Street, Suite 200
  New York, NY 10001
  212-714-1141
  avp.org/index.htm
- Incest and Rape Recovery Center - The Healing Circle
  Broadway off Union Square
  New York, NY 10003
  212-598-4218

- Safe Horizon Community Programs
  358 St. Mark’s Place
  Staten Island, NY 10301
  718-720-2591
  safehorizon.org/

- Seamen’s Society for Children and Families - Safe Passage Program
  25 Hyatt Street
  Staten Island, NY 10301
  888-837-6687, ext. 4792
  seamenssociety.org/?page_id=137

- Jacobi Medical Center – Family Advocacy Center
  JACP Building #1, 3rd Floor
  NW Suite A
  Bronx, NY 10461
  718-918-4173
  familyadvocacy.net/fap/default.aspx

- North Central Bronx Hospital Sexual Assault Treatment Program
  3424 Kossuth Avenue
  Bronx, NY 10467
  718-519-5722

- Fordham-Tremont Community Mental Health Center
  Family Crisis Services / Crime Victim Assistance Program
  2021 Grand Concourse, 6th Floor
  Bronx, NY 10453
  718-960-0395
  fordhamtremont.org/ev/index.php/adult

- CAMBA
  Rape Crisis Services
  885 Flatbush Avenue 3rd Floor
  Brooklyn, NY 11226
  718-287-260
  camba.org/Default.aspx

- Coney Island Hospital - Rape Crisis Program
  2601 Ocean Parkway
  Brooklyn, NY 11235
  718-616-4213

- Wyckoff Heights Medical Center Rape Crisis Program
  374 Stockholm Street, Room 1-38
  Brooklyn, NY 11237
  718-906-3857

- Nassau County Coalition Against Domestic Violence, Inc.
  AT THE SAFE PLACE
  15-10 Grumman Road West Bethpage, NY 11714
  516-465-4700
  jsadowski@cadvnc.org

- FEGS - Family Violence - Child Abuse Services
  Hempstead Multi-Service Center
  175 Fulton Avenue
  Hempstead, NY 11550
  516-485-5710
  fegs.org/index.html#/family/family_violence/

- Victims Information Bureau of Suffolk
  185 Oval Drive
  Islandia, NY 11749
  631-360-3730
  hotline@vibs.org

- Victims Information Bureau of Suffolk
  Family Violence and Rape Crisis Center
  201-487-2227
  Essex: 877-733-2273
  Hudson: 201-795-5757
  Middlesex: 877-665-7273
  Morris: 973-829-0587
  Passaic: 973-881-1450
  Somerset: 908-526-7444
  Sussex: 973-875-1211
  Union: 908-233-7273
  Warren: 908-453-4181

- The Retreat – Domestic Violence Services
  13 Goodfriend Drive
  East Hampton, NY 11937
  631-329-4398
  theretreatinc.org/

- Victims’ Assistance Services
  914-345-9111

- Victims Information Bureau
  of Suffolk
  P.O. Box 346
  Central Islip, NY 11722
  631-360-3730
  vibs.org/

- Victims Information Bureau
  of Suffolk
  Family Violence and Rape Crisis Center
  185 Oval Drive
  Islandia, NY 11749
  631-360-3730
  hotline@vibs.org

- Rape Crisis Center of Milford, CT
  70 West River Street
  Milford, CT 06460
  203-874-8712
  rapecrisiscenterofmilford.org/

- Center for Women and Families of Eastern Fairfield County, Inc.
  Rape Crisis Services
  753 Fairfield Avenue
  Bridgeport, CT 06604
  203-334-6154
  cwtefc.org/

- Women’s Center of Greater Danbury Sexual Assault Crisis Services
  2 West Street
  Danbury, CT 06810
  203-731-5200
  womenscenterofgreaterdanbury.org

- Victims Information Bureau of Suffolk
  185 Oval Drive
  Islandia, NY 11749
  631-360-3730
  hotline@vibs.org

- Victims Information Bureau of Suffolk
  Family Violence and Rape Crisis Center
  185 Oval Drive
  Islandia, NY 11749
  631-360-3730
  hotline@vibs.org

- The Retreat – Domestic Violence Services
  13 Goodfriend Drive
  East Hampton, NY 11937
  631-329-4398
  theretreatinc.org/
INFORMATIONAL WEBSITES

• Rape, Abuse, and Incest National Network - rainn.org/
• New York City Alliance Against Sexual Assault - svfreenyc.org/
• Nassau County – Coalition Against Domestic Violence - cadvnc.org/cadv/
• Legal Information Families Today (LIFT) - liftonline.org/ (For free legal advice and support)
• New York State Victim Information and Notification Service - vinelink.com
   (New York State hotline for crime victims, including victims of domestic violence, which gives them the ability to track the jail custody status of their offenders and register to be notified, via phone or e-mail, of their pending release.)

24-HOUR FREE AND CONFIDENTIAL HOTLINES

• New York State Sexual Assault and Domestic Violence Hotline – provides crisis intervention, shelter services, and referrals
  English: 1-800-942-6906
  Spanish: 1-800-942-6908

• LIFENET – provides multilingual helpline for crisis intervention, mobile crisis team, and mental health referrals
  English: 1-800-LIFENET
  Spanish: 1-877AYUDESE
  Mandarin/Cantonese/Korean: 1-877-990-8585

• NYPD Special Victims Report Line – provides information on police reporting..............646-610-RAPE
• National Sexual Assault Hotline ................................................................. 1-800-656-HOPE
• Rape Abuse and Incest National Network (RAINN) Hotline ......................... 1-800-656-HOPE
• SAFE HORIZON Domestic Violence Hotline ............................................. 1-800-621-4673
• SAFE HORIZON Rape and Sexual Assault Hotline ..................................... 212-227-3000
• Coalition Against Domestic Violence Hotline ........................................... 516-542-0404
• NYPD Special Victims 24-Hour Rape Hotline ........................................... 212-267-7273
• LIFELINE Suicide Prevention Hotline ......................................................... 1-800-273-8255
• Gay and Lesbian Anti-Violence Project ..................................................... 212-714-1141
HOSPITALS IN NY WITH SEXUAL ASSAULT FORENSIC EXAMINER (SAFE) PROGRAMS

SAFE Programs have specially trained health professionals who provide medical care to patients who report sexual assault, including evaluation, treatment, referral and follow-up. Trained advocates may also be available to provide you with additional support and to guide you through the experience at the hospital. available at the end of this guide.

QUEENS
Elmhurst Hospital Center
79-01 Broadway
Elmhurst, New York 11373
718-334-4000

Queens Hospital Center
82-68 164th Street
Jamaica, New York 11432
718-883-3090

STATEN ISLAND
Richmond University Medical Center
355 Bard Avenue
Staten Island, NY 10310
718-818-1234

MANHATTAN
Mount Sinai Medical Center
1 Gustave L. Levy Place
New York, NY 10029
212-241-6500

Beth Israel Hospital - Petrie Campus
1st Avenue and East 16th Street
New York, NY 10003
212-420-2000

St. Luke's Hospital
1111 Amsterdam Avenue
(Amsterdam Avenue and W 113th Street)
New York, NY 10025
212-523-4000

Roosevelt Hospital
1000 10th Avenue
New York, NY 10019
212-523-4000

Bellevue Hospital
462 First Avenue (East 27th Street)
New York, NY 10016
212-562-1000

New York-Presbyterian Hospital-Weill Cornell
525 East 68th Street
New York, NY
212-746-5454

New York Presbyterian Hospital-Columbia
622 West 168th Street
New York, NY 10032
212-305-2500

New York-Presbyterian Hospital–The Allen Pavilion
5141 Broadway
New York, NY 10034
212-305-2500

Harlem Hospital
506 Lenox Avenue
New York, NY 10037
212-939-1000

Metropolitan Hospital Center
1901 First Avenue (between 97th and 99th Streets)
New York, NY 10029
212-423-7000

BROOKLYN
Woodhull Medical and Mental Health Center
760 Broadway Brooklyn
Brooklyn, NY 11206
718-963-8000

Coney Island Hospital
2601 Ocean Parkway
Brooklyn, NY 11235
718-616-3000

Kings County Hospital Center
451 Clarkson Avenue
Brooklyn, NY 11203
718-245-3131
HOSPITALS IN NY WITH SEXUAL ASSAULT FORENSIC EXAMINER (SAFE) PROGRAMS

BRONX

North Central Bronx Hospital
3424 Kossuth Avenue & 210th Street
Bronx, NY 10467
718-519-5000

Lincoln Medical and Mental Health Center
234 East 149th Street
Bronx, New York 10451
718-579-5000

Jacobi Medical Center
Pelham Parkway and Eastchester Road
Bronx, NY 10461
718-918-5000

University Hospital, University of Medicine and Dentistry (Newark)
150 Bergen Street
Newark, NJ 07103
973-72-4300

Mountainside Hospital (Montclair/Glen Ridge)
One Bay Avenue
Montclair, NJ 07042
973-429-6000

LONG ISLAND – NASSAU COUNTY

North Shore University Hospital
300 Community Drive
Manhasset, NY 11030
516-562-4125

LONG ISLAND – SUFFOLK COUNTY

Mather Hospital
75 North Country Road
Port Jefferson, NY 11777
631-473-1320

Good Samaritan Hospital Medical Center
1000 Montauk Highway
West Islip, NY 11795
631-376-4444

NEW JERSEY

Newark Beth Israel Medical Center
201 Lyons Avenue at Osborne Terrace
Newark, NJ 07112
973-926-7000 or 973-926-7240

University Hospital, University of Medicine and Dentistry (Newark)
150 Bergen Street
Newark, NJ 07103
973-72-4300

Mountainside Hospital (Montclair/Glen Ridge)
One Bay Avenue
Montclair, NJ 07042
973-429-6000

CONNECTICUT

Hartford Hospital
80 Seymour Street
Hartford, CT 06102
860-545-5000

The Hospital of Central Connecticut
100 Grand Street
New Britain, CT 06050
860-224-5011

Manchester Memorial Hospital
71 Haynes Street
Manchester, CT 06040
860-646-1222

Middlesex Hospital
28 Crescent Street
Middletown, CT 06457
860-586-0005

Saint Francis Hospital
114 Woodland Street
Hartford, CT 06105
860-714-4000

Windham Hospital
112 Mansfield Avenue
Willimantic, CT 06226
860-456-9116