



HOW TO MAKE A REPORT

Email, Call or Come By:

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& Title IX Coordinator

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If you need emotional support after helping a student you can always contact the Work-Life Solutions (Employee Assistance Program) to speak with a confidential counselor at (844) 365-4587.



Sexual Harassment & Sexual Violence Resource Guide

For Faculty, Staff, Student Staff
& Assistants in Course Instruction



Washington University in St. Louis

What to do if a student discloses



LISTEN

Listen actively and respectfully, but it may not be necessary for you to inquire about details or push for more information.

SUPPORT

You may be the first individual a student is disclosing to. Thank them for sharing and express empathy.

"I am sorry you are going through this."

INFORM

To respect student choice and privacy, it is important to make students aware of your reporting responsibilities.

"I want to let you know that my role at the university requires me to share certain information with the Title IX Coordinator. The Title IX Coordinator may reach out to you to provide resources and review available options, but this in no way requires you to file a Title IX complaint."

EDUCATE

Remind the student that their safety is important to us, and that they have the right to file a formal complaint with the Title IX Office. Remind them of your responsibility to share this information with the Title IX Office to ensure that they receive support. Remind them that the Title IX Office may be reaching out to them, but they don't have to file a formal complaint.

REFER

Share with the student that the Relationship and Sexual Violence Prevention (RSVP) Center offers confidential support resources such as counseling, information about criminal and Title IX reporting options, safety planning, and accommodations. For a comprehensive list of confidential resources on campus, visit the website at RSVPCenter@wustl.edu.

Direct them to the Title IX Office and website at [TitleIX.wustl.edu](https://titleix.wustl.edu) for more information about the reporting process, accommodations, and resources.

Whether or not the student files a formal complaint with the Title IX Office, certain accommodations, including reasonable housing and academic accommodations, may be arranged by the Title IX Office and the RSVP Center.

Title IX and Your Role



Title IX is a federal law that protects any person participating in an educational program or activity affiliated with the university from sex discrimination, sexual harassment, sexual assault, dating or domestic violence, or stalking. To review the University's policies and definitions, please visit the Title IX website at [TitleIX.wustl.edu](https://titleix.wustl.edu).

At Washington University, faculty, course assistants, most staff and student staff are required to share the information with their supervisor and/or the Title IX Coordinator if a student or colleague discloses or they otherwise become aware of concerns of sexual harassment, sexual or relationship violence, or stalking.

Confidential Resources for Students

RSVP (Relationship and Sexual Violence Prevention) Center
Danforth Campus
314-935-3445
(after hours through SARAH or WUPD)

Student Mental Health Services
Danforth Campus
(314) 935-6666
Medical Campus
(314) 362-3523

Gladys Smith, PsyD., LPC
Sexual Violence Prevention Therapist,
WUSM Student Health Services
Medical Campus
(314) 362-2404

SARAH (Sexual Assault and Rape Anonymous Helpline)
(314) 935-8080 (24/7)

Uncle Joe's Peer Counseling and Resource Center
Danforth Campus
(314) 935-5099