



HOW TO MAKE A REPORT

Email, Call or Come By:

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If you need emotional support after helping someone, please contact Work-Life Solutions (Employee Assistance Program) to speak with a confidential counselor at (844) 365-4587. You can also reach out to the Gender Equity and Title IX Compliance Office.



Sexual Harassment & Sexual Violence Resource Guide

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

 Washington University in St. Louis

What To Do if Someone Discloses



For colleagues or other faculty/staff, share the contact information for Work-Life Solutions (Employee Assistance Program): 844-365-4587. Staff can also schedule an appointment with the Ombuds Office at StaffOmbuds.wustl.edu.

LISTEN

Listen actively and respectfully. It isn't necessary for you to inquire about details or push for more information.

SUPPORT

You may be the first person someone is disclosing to. Thank them for sharing and express empathy.

"I am sorry you're going through this."

REFER

Direct them to the Gender Equity and Title IX Compliance Office (GETIXCO) for information about the reporting process, accommodations, and resources. Go to titleix.wustl.edu.

For students, the Relationship and Sexual Violence Prevention (RSVP) Center offers confidential support resources such as counseling, information about criminal and university reporting options, safety planning, and accommodations. For a comprehensive list of confidential resources on campus, visit RSVPCenter.wustl.edu.

INFORM

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

"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 formal complaint."

REPORT

Report their disclosure and all the information you know to your supervisor or the GETIXCO at titleix@wustl.edu. Email is best.

Share the report even if you believe a report has already been made.

The more quickly you make the report, the more quickly we can connect them to resources.

Title IX and Mandatory Reporting



Title IX is the federal law that protects anyone participating in an educational program or activity affiliated with the university from sex discrimination, sexual harassment, sexual assault, dating or domestic violence, or stalking. At WashU, all faculty and most staff members are required to report incidents (or allegations) of sexual harassment, sexual assault, domestic violence, dating violence, and stalking to the Title IX Coordinator.

Mandatory reporters include: 1) any University employee who becomes aware of such incidents by or against a person they supervise; 2) any faculty member who becomes aware of such incidents against a student; and 3) any department head, director, or other similar administrator who becomes aware of such incidents. All employees with supervisory authority, including graduate students with teaching responsibilities and employees who have significant responsibility for students and campus activities, are mandatory reporters.

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

Uncle Joe's Peer Counseling and Resource Center

Danforth Campus
(314) 935-5099

Gladys Smith, PsyD., LPC

Sexual Violence Prevention
Therapist
Medical Campus
(314) 362-2404

SARAH (Sexual Assault and Rape Anonymous Helpline)

University-wide
(314) 935-8080 (24/7)

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