

Guidance for Responding to Sexual Misconduct Disclosures

When individuals experience [sexual misconduct](#) (sexual harassment, sexual assault, relationship violence, sexual exploitation, or sex-based stalking), they may talk to a university employee about their experience.

Some university employees are not designated as Reporting Employees or Designated Confidential Resources under interim [USU policy 340](#). As a Non-Designated Employee, if someone discloses an occurrence of sexual misconduct to you, you should provide them with information about Designated Confidential Resources, supportive measures, and reporting options.

IMMEDIATE THREATS

If an individual is in immediate physical danger, **you must call 911**. If someone is having a mental health emergency, **you can call 988**.

IF YOU RECEIVE A DISCLOSURE

1

THINK about how to be supportive to the individual. Listen with empathy. Be present and focus on what the person is telling you. Set aside your biases and assumptions about their experience. Avoid asking “why” questions. Let them know they can tell you as much or as little as they want to about what happened.

2

CARE about the individual. Validate their emotions. Express sorrow for what happened. Thank them for asking you for support.

3

ACT by offering non-judgmental support. Ask what you can do to support them. Respect their choices and requests. Provide the individual with information about the Designated Confidential Resources listed on [sexualrespect.usu.edu](#). You can also give them a copy of the sexual misconduct resource guide for your campus, if available.

4

EXPLAIN how to report to the USU Title IX Coordinator via the online form at [equity.usu.edu/report](#). Tell the individual that if they choose to report to the USU Title IX Coordinator, they will be contacted with information about [support services and reporting options](#).

If you have questions, please refer to the FAQs at [equity.usu.edu/sexual-misconduct/employees](#). You can also contact the USU Title IX Coordinator by calling 435-797-1266, visiting Distance Education 404 in Logan, or by emailing [titleix@usu.edu](#).

SUPPORT AND REPORTING RESOURCES

DESIGNATED CONFIDENTIAL RESOURCES

USU Counseling and Psychological Services (CAPS)

Same-day crisis appointments and mental health services. Information shared with CAPS is confidential and kept separate from a student's academic record. CAPS works with Statewide Campuses to ensure all USU students have access to mental health services.

Taggart Student Center, Rm 306, Logan campus
435.797.1012

aggiewellness.usu.edu

USU Sexual Assault and Anti-Violence Information Office (SAAVI)

Provides safe, confidential counseling, advocacy and information to the USU community. SAAVI's services are open to all USU students, staff, and faculty. All USU students, staff, and faculty across the state can contact SAAVI for help.

Taggart Student Center, Rm 311, Logan campus
435.797.7273 (24-hour crisis line forwards to CAPSA after work hours)

saavi.usu.edu

USU Mind-Body Bridging Clinic

Provides individual therapeutic sessions focused on Mind-Body Bridging, which is a practice that helps build self- and emotional-regulation skills and enhance overall mental health. Available to both students and employees via self-referral or through CAPS or SAAVI referral.

Department of Social Work, Logan campus
435.797.1286

chass.usu.edu/i-system-institute

Self referral contact: Tanya Pirtle at tanya.pirtle@usu.edu

USU Student Health and Wellness Center (Logan Campus)

A medical professional can treat injuries, even those you may not be able to see, after experiencing relationship violence or sexual assault. They can also make referrals for Sexual Assault Forensic Exams.

850 E 1200 N, Logan campus
435.797.1660

health.usu.edu

SUPPORTIVE MEASURES

USU Office of Equity Supportive Measures Specialists

Supportive measures are short-term, non-disciplinary, non-punitive individualized services designed to restore or preserve equal access to the university's employment or education program or activity without unreasonably burdening the other party. They include measures designed to protect the safety of all parties or the university's educational environment and/or to deter sexual misconduct.

The Supportive Measures Specialists are reporting employees, so information shared with them will also be shared with the USU Title IX Coordinator.

Distance Education, Rm 400, Logan campus
435.797.1266

equity.usu.edu/supportive-measures

REPORTING RESOURCES

USU Office of Equity Title IX Coordinator

The USU Title IX Coordinator is responsible for ensuring the university's prompt response to incident reports of alleged sexual misconduct, coordinating effective implementation of supportive measures, informing claimants of their option to file a formal complaint, and informing the parties of their rights and obligations under the grievance process. Sexual misconduct can be reported to the USU Title IX Coordinator via the online form at equity.usu.edu/report.

Distance Education, Rm 404, Logan campus
435.797.1266

equity.usu.edu

USU Police Department

Investigates crimes and ensures safety. Officers are trained in trauma-informed investigation and victims are encouraged to contact an advocate or friend to support them during the process. All sexual assault, relationship violence, and stalking reports made to USUPD are sent to USU's Title IX Coordinator.

800 E. 1250 N., Logan
435.797.1939

dps.usu.edu/police