



# SOVAH

## School of Health Professions

### 2021 Annual Security Report

#### HOW TO REPORT EMERGENCIES ON CAMPUS

Any form of violence or crime that takes place on the School premises must be reported to the local police department. Any form of violence or crime that takes place on a hospital's premises must be reported to the security department of that hospital. The Program Director must issue immediate timely warnings for incidents reported to the School that are confirmed to pose a substantial threat of bodily harm or danger to members of the hospital or campus community. The School will ensure that a victim'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. The Program Director will issue this warning through *Crew*, a cell phone application that all students are required to download upon admission into the School. Certain campus officials have a duty to report sexual assault, domestic violence, dating violence, stalking among other criminal acts for federal statistical reporting purposes (Clery Act). All personally identifiable information is kept confidential, but statistical information must be passed along to the Campus Security Authority (CSA) regarding the type of incident and its general location (on or off-campus, in the surrounding area, but no addresses are given) for publication in the Annual 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. Mandated federal reporters include: local police, Human Resources staff, and any other official with significant responsibility for student activities. 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 victim and may be done anonymously. Sovah School of Health Professions Clery Geography consists of Suite 200 of the River District Tower located at 109 Bridge St. Danville, VA 24541 and the Newton's Landing parking lot where the students park. Appendix A shows a map of the School's Clery Geography. See appendix B for The Campus Security Report is

If a reporting party would like the details of an incident to be kept confidential, the reporting party may speak with:

- On-site:
  - Darlene Hankins, Pastoral Care Services  
(434) 799-4473
  - Ray Garassino, License Clinical Social Worker  
(434) 799-3782
  - Keshia Brown, License Professional Counselor  
(434) 799-2242
- Off-campus: (A List of Community Resources are in the Appendix)
  - Licensed professional counselors
  - Local rape crisis counselors
  - Domestic violence resources,
  - Local or state assistance agencies,
  - Clergy/Chaplains

All of the above employees will maintain confidentiality except in extreme cases of immediate threat or danger, or abuse of a minor. On-site counselors (and/or the Employee Assistance Program) are available to help free of charge and can be seen on an emergency basis during normal business hours. These employees will submit yearly anonymous, aggregate, statistical information for Clery Act purposes unless they believe it would be harmful to a specific client, patient or parishioner.

### **BYSTANDER INTERVENTION**

Bystander intervention is a safe and positive option that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of harm, dating violence, domestic violence, sexual assault, or stalking. A bystander, or witness, is encouraged to report any crimes witnessed on campus to a faculty member or the local police department. If someone you know is a victim of sexual violence, resources are available through our School and assistance can be provided. Confidential employees are also available.

### **RETALIATION**

Retaliation is defined as any adverse action taken against a person participating in a protected activity because of their participation in that protected activity. Retaliation against an individual for an allegation, for supporting a reporting party, or for assisting in providing information relevant to an allegation is a serious violation of this policy. Sovah School of Health Professions prohibits retaliation against a complainant, witness, or bystander for reporting an alleged violation to this policy or participating in any capacity of an investigation. Discipline will be administered if there is a violation of this policy up to and including being removed from the School or termination of employment.

### **SECURITY ACCESS TO THE SCHOOL**

To increase security of the School, there is a badged entry for faculty and students only. There are two entrances leading to the class room and one entrance to the student's lab that have badged locks that remain locked at all times.

### **ONSITE SECURITY DEPARTMENT**

Sovah Health – Danville, Sovah Health – Martinsville, and UNC Rockingham Hospital have an onsite Security Department. The onsite security department does not have the authority to carry weapons or make arrests. Contacting the local law enforcement is conducted immediately in the event of a crime being reported. As a member of the School and hospital community, students and employees are encouraged to report any form of crime or violence to the CSA for your own security as well as the security of others.

There is no Security Department on campus of Sovah School of Health Professions. In the event of violence or crime that occurs on the School's premises, the local law enforcement must be contacted immediately.

### **ILLEGAL DRUG AND ALCOHOL POLICY AND IMPLEMENTATION PROGRAM**

#### ***Illegal Drug and Alcohol Policy***

School of Health Professions is firmly committed to maintaining an environment free of the influence of illegal drugs and alcohol. In keeping with this commitment, the School maintains the right to require any student to undergo testing to determine his or her fitness for enrollment in the School. Students will be dismissed from the School for any illegal or unauthorized involvement with drugs or alcohol. Illegal or unauthorized involvement includes, but is not limited to:

- a. Illegal or unauthorized possession, use, manufacture, dispensation, distribution, or purchase of illegal drugs and/or alcohol
- b. Being under the influence of drugs and/or alcohol

- c. Violation of any applicable federal or state criminal drug and/or alcohol statute
- d. Positive laboratory testing for drugs in which the student does not have a legal prescription, or which the student is using in a non-prescribed manner.

***Illegal Drug and Alcohol Implementation Program***

Drug Screen testing will be done at the following times:

- a. Upon enrollment
- b. Upon re-enrollment
- c. At randomly chosen time(s)
- d. Any Student “For Cause”

**IF A STUDENT REFUSES OR FAILS TO BE TESTED AT THE REQUIRED OR “FOR CAUSE” TIMES AS REQUESTED, OR, IF A STUDENT ATTEMPTS TO TAMPER WITH ANY PART OF THE TESTING PROCESS, HE/SHE WILL BE DISMISSED FROM THE SCHOOL OF HEALTH PROFESSIONS.**

**Post-Accident Drug Test** – Work related accidents involving students MUST be reported immediately to the Clinical Instructor and the Program Director. Students involved in a work related “accident” must not be allowed to leave the facility and **will be required** to undergo an immediate drug screening. Students involved in such accidents that leave without permission of a Faculty Member or Program Director will be disciplined and may be terminated from the school.

Upon report of an accident during clinical hours, the Program Director shall review the circumstances of the work related “accident” and will immediately schedule the student for a **mandatory** drug screening. Typically an “accident” is any event, incident, or judgment resulting in:

- a. **Bodily injury** (including a needle stick and a blood splash) to the student that requires medical attention other than simple First Aid/one time treatment for minor scrapes, scratches, cuts, burns, splinters, etc.
- b. **Bodily injury** of any kind to another person.
- c. **Death to any person.**
- d. **Damage to any property.**

Students who are required to undergo a post-accident drug screening, based on the above criteria, will be suspended from clinical rotations pending the results of such test. If the results are positive for an illegal substance the student will immediately be dismissed from the school. If the student tests positive for a prescribed drug in **excess** of the prescribed amount, the student may be disciplined, up to and including termination retroactive to the date of the accident. A refusal to undergo the test will be grounds for dismissal. The test should be administered as soon as practical following the work related incident and prior to the student leaving the work location.

***“For Cause” Testing***

“For Cause Testing” provides the faculty with a means to identify drug and/or alcohol affected students who may pose a danger to themselves, others, or patients under their care, in the performance of their duties in the clinical area or affiliating agencies. In addition, the testing may be requested when the student is attending class/clinical or present on Campus or the properties of any clinical affiliate(s). The faculty and staff attended a training program presented by the Employee Assistance Program of Sovah Health – Danville on the signs and symptoms of substance abuse/chemical

dependency.

- a. If a student exhibits behaviors indicative of the possibility of illegal or unauthorized involvement with drugs or alcohol, or a noticeable odor of drugs or alcohol on the student is noticed, the School will conduct the investigation deemed appropriate to determine whether corrective action is needed. The School maintains the discretion to take whatever corrective action deemed appropriate under the particular circumstances.
- b. Instructor(s) will maintain records of observations of student behaviors, which indicate the possibility of illegal or unauthorized involvement with drugs and alcohol. It may be appropriate to meet with the student and discuss the observations and consider various explanations for the behaviors.
- c. If a pattern of suspicious behavior develops (see **INDICATORS OF SUSPECTED CHEMICAL SUBSTANCE ABUSE in this handbook**), the student will be confronted with the suspicious behavior and requested to have drug testing at that time. In addition, if a student exhibits behaviors in the clinical or classroom setting indicative of the possibility of substance abuse, the student will be confronted with the behaviors and requested to have immediate testing for drug and alcohol abuse. The student will be counseled as to the seriousness of the observed behaviors and how these behaviors affect performance and patient care.
- d. **Drug and alcohol** testing will be required of a student if the School is notified internally or externally of the possibility of substance abuse. The student will be confronted with the allegation and requested to undergo immediate drug and/or alcohol testing.
- e. The student will not be permitted to return to clinical until the Program Director or designee receives the testing result.
- f. Any Applicant/Student who tests positive for an **illegal drug** or a legal drug which the student is using in a non-prescribed manner will be dismissed and will not be eligible for admission / re-admission to the School at any time.
- g. If a student is deemed to be under the influence during clinical or class, the faculty member(s) will request the student's keys to prevent him/her from driving. The faculty in this case reserves the right to contact the students' parents, guardian or significant other to request that the student be provided transportation home in order to prevent harm to the student or others. If a student refuses, the Program Director will notify local law enforcement of the time and location so that they may deal with this student officially.
- h. It is our goal to protect the student and the general public from potential harm.**

#### ***Conviction of any Drug Statute***

A student who is convicted of violating any drug statute must notify the Program Director within 5 days of the conviction. Within 10 days of receiving this notice from the student or otherwise learning of the conviction, the School will give notice of the conviction to the federal agency involved in any applicable grant program.

After receiving such notice from a student or otherwise learning of such a conviction, the School will take the corrective action appropriate, up to and including dismissal.

#### ***Notification of Illegal Drug and Alcohol Policy and Implementation Program***

At the beginning of school, each student will be given a copy of this Illegal Drug and Alcohol Policy and Implementation Program. As this policy may be modified from time to time students will be provide with updates. The student will be

required to sign the attached form acknowledging receipt of the copy, understanding of the program, understanding of the requirements of adherence, and understanding of the possibility of corrective action, up to and including dismissal from the School.

### ***Drug-free Awareness Program***

The School of Health Profession's Drug-Free Awareness Program includes the following elements:

- a. The School conducts ongoing education and training, including in-service programs, to inform and remind students and employees about the dangers of illegal and unauthorized involvement with drugs and alcohol.
- b. Among the topics that may be discussed and explained further in these education and training programs are the health risks associated with chemical substance abuse, social effects of chemical and substance abuse, and the applicable legal sanctions under local, state, and federal law for illegal involvement with drugs and alcohol.
- c. The School publicizes and discusses this Program on Illegal Drugs and Alcohol at least annually. Thus, students and employees are informed and reminded regularly of the School's policy, the expected standards of behavior, and the potential for corrective action for violations of the policy.
- d. The School makes efforts to inform and remind students about the availability of rehabilitation and counseling services.

References: *(For more in-depth description)*

Federal Register 34 CFR Part 86 (August 16, 1990). Washington, DC: U.S. Dept. of Education.

Wilson, H., & Kneisl, C. (1988). *Psychiatric nursing*. Menlo Park, California: Addison-Wesley.

U.S. Department of Justice, Drug Enforcement Administration. (1989). *Drugs of abuse*. U.S. Government Printing Office.

### **LEGAL SANCTIONS FOR ILLEGAL INVOLVEMENT WITH DRUGS AND ALCOHOL**

There are a number of federal, state, and local laws controlling or prohibiting the possession and distribution of drugs and alcohol. Violations of these laws can lead to lengthy imprisonment, substantial fines, or both.

### ***ALCOHOL***

Virginia State laws concerning the purchase, possession, consumption, sale, and storage of alcoholic beverages include the following:

Any sale of alcoholic beverages requires an ABC license.

Alcoholic beverages are not to be given or sold to persons less than 21 years of age.

Alcoholic beverages are not to be given or sold to persons who are intoxicated.

State law prohibits; drinking in unlicensed public places; possession of alcoholic beverage by person under 21 years of age; falsely representing one's age for the purpose of procuring alcohol; and purchasing an alcoholic beverage for a

person who is less than 21 years of age.

## **DRUGS**

The Federal Controlled Substance Act and the Virginia Control Act penalizes for unlawful manufacturing, distribution, use and possession of controlled substances, including marijuana, cocaine, and LSD. The penalties vary based on the type of drug involved, possession, and intent to distribute. Federal law sets penalties for the first offense ranging from one year to life imprisonment and/or \$100,000 to \$4 million fines. Penalties may include forfeiture of properties, including vehicles used to transport or conceal controlled substance or denial of federal benefits such as student loans. Convictions under state law may be misdemeanor or felony crimes with sanctions from six months to life imprisonment and/or \$250 to \$100,000 fines.

**Federal law holds that any person who: distributes, possesses with intent to distribute, or manufacture a controlled substance in, or within one thousand feet of an educational facility, is subject to a doubling of the applicable maximum fine and punishments. Virginia state law carries sanctions of up to five years of imprisonment and up to \$100,000 fine for similar violations.**

## **INDICATORS OF SUSPECTED CHEMICAL SUBSTANCE ABUSE:**

**APPEARANCE:** Inattention to personal appearance and hygiene. Has an odor of alcohol on the breath and a flushed appearance. Glassy red and/or watery eyes, frequent runny nose, tremors, unsteady gait. **Weight loss**, hyperactivity and hyper-vigilance or drowsiness.

**SOCIAL CHANGES:** Increased isolation, eat alone, avoids peers and has a decreased interest in school and other social activities.

**GENERAL BEHAVIORS:** Frequent inappropriate responses; elaborate excuses for behaviors; grandiosity; **decrease in grades**; late to class and leaves early; frequent trips to the bathroom during class and clinical times; lying and blames others for problems; increasing irritability; mood swings and erratic behavior. Involvement in an accident on School or any affiliates property resulting in an injury or significant damage to property.

**MENTAL STATUS:** Forgetfulness, memory loss, confusion, euphoria, disorientation, and has difficulty following directions and instructions. Makes repeated mistakes due to inattention and exercises poor judgment. Has difficulty remembering one's own mistakes.

**ABSENTEEISM:** Repeated absences and tardiness, particularly if they follow a pattern. Unbelievable excuses for absences. Frequently absent for respiratory problems and gastritis. Leaves class or the clinical area without permission.

**ANY and ALL of the above indicators are grounds for "for cause" testing.**

## **DRUG AND ALCOHOL TREATMENT**

The School sincerely desires to offer assistance to any student who seeks help with a drug or alcohol abuse problem.

Free resources for the Danville community are:

- Danville-Pittsylvania Community Services – (434) 799-0456
- Alcoholics Anonymous – (434) 799-4111
- Counseling and Psychological Services – (434) 792-2277

These services are not a shield from corrective action for students who violate the School's program on Illegal Drugs and Alcohol.

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## **HEALTH RISKS RELATED TO THE USE OF ILLICIT DRUGS AND ABUSE OF ALCOHOL**

The use of illicit drugs and the abuse of alcohol (chemical substance abuse) pose numerous health risks to individuals. Chemical substance abuse strikes all ages, cultural groups, and socioeconomic classes. Studies show that one out of every ten American workers is a substance abuser. Chemical substance abuse is a major public health issue. It affects the abuser physiologically and psychologically, as well as socially.

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## **SOCIAL EFFECTS OF CHEMICAL SUBSTANCE ABUSE**

Chemical substance abuse is a major issue with grave ramifications. It increases the crime rate, auto accident deaths, number of teenage pregnancies, and the suicide rate. The abuser and their family members are destroyed by chemical substance abuse. Substance abuse in the work setting increases accidents, workman's compensation claims, absenteeism, and theft.

## **Dating Violence, domestic violence, sexual assault, and stalking**

Sovah School of Health Professions prohibits crimes of dating violence, domestic violence, sexual assault, and stalking. Incoming students and faculty are provided awareness on ways of prevention and reporting when it comes to dating violence, domestic violence, sexual assault, and stalking. Yearly campaigns or education Programs are conducted to help aid in sexual misconduct prevention.

- **Dating Violence:** Dating violence is violence, force, or threat that results in bodily injury or places one in reasonable apprehension of death, sexual assault, or bodily injury committed by a person who is or has been in a close relationship of a romantic or intimate nature with the other person. The existence of such a relationship shall be determined based on a consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
- **Domestic Violence:** Domestic violence is violence, force, or threat that results in bodily injury or places one in reasonable apprehension of death, sexual assault, or bodily injury and that it committed by a person against such person's family or household member, which includes a current or former spouse a person with whom the victim shares a child in common, or who is cohabitating with or has cohabitated with the person as a spouse or intimate partner.
- **Sexual Assault:** Sexual assault is defined as the intentional sexual contact with a person against that person's will by the use of force, threat, or intimidation, or through the use of a person's mental incapacity or physical helplessness. Sexual assault includes intentionally touching, either directly or through clothing, of the victim's genitals, breasts, thighs, or buttocks without he person's consent, as well as forcing someone to touch or fondle another against his or her will. Sexual battery is a type of sexual assault.
- **Stalking:** Stalking occurs when someone, on more than one occasion, engages in conduct directed at another person with the intent to place, or knows or reasonably should know that the conduct places that other person reasonable fear of death, criminal sexual assault, or bodily injury to that other person or to that other person's family or household member.
- **Consent:** Any sexual activity or sex act committed against one's will, by the use of force, threat, intimidation, or ruse, or through one's mental incapacity or physical helplessness is without consent. Consent is knowing, voluntary, and clear permission by word or action, to engage in mutually-agreed upon sexual activity. Silence does not necessarily constitute consent. Past consent to sexual activities, or a current or previous dating relationship, does not imply ongoing or future consent. Consent to some sexual contact (such as kissing or fondling) cannot be presumed to be consent for other sexual activity (such as intercourse). An individual cannot consent who is under the age of legal consent. The existence of consent is based on the totality of the circumstances, including the context in which the alleged incident occurred.

*Mental incapacity* means that condition of a person existing at the time which prevents the person from understanding the nature or consequences of the sexual act involved (the who, what, when, where, why, and how) and about which the accused knew or should have known. This includes incapacitation through the use of drugs or alcohol. Intoxication is not the same as incapacitation.

*Physical helplessness* means unconsciousness or any other condition existing at the time which otherwise rendered the person physically unable to communicate an unwillingness to act and about which the accused knew or should have known. Physical helplessness may be reached through the use of alcohol or drugs.

Any form of the above mentioned sexual misconduct is encouraged to be reported by any witnesses or bystanders.

**Anyone that feels they have been a victim of sexual and domestic violence, dating violence, or stalking should contact law enforcement authorities.** If a student or employee wishes to contact the Title IX Coordinator or one of the faculty members to report the incident, assistance will be provided to the victim to contact local law enforcement if the victim wishes to do so. Victims are given a written notification which includes:

- The importance of preserving evidence that may assist in proving that the alleged criminal offense occurred or may be helpful in obtaining a protection order
- How and to whom the alleged offense should be reported
- Where applicable, the rights of victims and the institution's responsibilities for orders of protection, "no-contact" orders, restraining orders, or similar lawful orders issued by a criminal, civil, or tribal court or by the institution.

If a victim does not wish for their name to be shared, does not wish for an investigation to take place, or does not want a formal resolution to be pursued, the victim may make such a request. The request will be evaluated in light of the duty to ensure the safety of the campus and comply with federal law. In cases indicating pattern, predation, threat, weapons and/or violence, the School will likely be unable to honor a request for confidentiality. In cases where the victim requests confidentiality and the circumstances allow the School to honor that request, the School will offer interim supports and remedies to the victim and the community, but will not otherwise pursue formal action. A reporting party has the right, and can expect, to have reports taken seriously by the School when formally reported, and to have those incidents investigated and properly resolved through these procedures. Confidential reporting is available to appointed on-site confidential employees. Reports to confidential employees as well as any other reports are disclosed statically for Clery Act reporting purposes. No identifiable information will be released.

A written notification is provided to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, student financial aid, and other services available for victims, both within the institution and in the community. Included in this notification are options for, available assistance in, and how to request changes to academic, parking, and/or protective measures.

### **TITLE IX COORDINATOR**

The school's Title IX Coordinator oversees compliance with all aspects of the sex/gender harassment, discrimination and misconduct policy. Questions about this policy should be directed to the Title IX Coordinator. Anyone wishing to make a report relating to discrimination or harassment may do so by reporting the concern to the school's Title IX Coordinator:

Mary Thomas  
Title IX Coordinator  
109 Bridge Street, Suite 200  
Danville, VA 24541  
(434) 799-2271  
[mary.thomas1@lpnt.net](mailto:mary.thomas1@lpnt.net)



Additionally, anonymous reports can be made by victims and/or third parties using the online reporting form. Note that these anonymous reports may prompt a need for the institution to investigate.

Individuals experiencing harassment or discrimination also have the right to file a formal grievance with government authorities:

Office for Civil Rights (OCR)  
400 Maryland Avenue, SW  
Washington, DC 20202-1100  
Customer Service Hotline #: (800) 421-3481  
Facsimile: (202) 453-6012  
TDD#: (877) 521-2172  
Email: [OCR@ed.gov](mailto:OCR@ed.gov)  
Web: <http://www.ed.gov/ocr>

In the event that an incident involves alleged misconduct by the Title IX Coordinator, reports should be made directly to the Office for Civil Rights.

### **Registered Sex Offenders**

Upon enrollment to Sovah Health SOHP a criminal background check is performed on all students. To locate registered sex offenders in Danville, Virginia go to <http://sex-offender.vsp.virginia.gov/sor/>.

### **CAMPUS SAFETY and SECURITY**

Safety regulations apply to Sovah School of Health Professions students and faculty. Safety should never be taken for granted. To ensure a safe working environment, each student should be aware of the policies and procedures of the School as well as the policies and procedures of the clinical site they are assigned. In addition, each student must be familiar with his/her personal safety responsibilities. Students should notify a School faculty/staff member or Security staff of any hospital of any potentially hazardous or unsafe condition as soon as possible.

Each student or employee of the School who is a victim of a crime or witnesses a crime against another person or their property is required to report such to the Medical Center Security of the hospital the student is assigned. If violence or crime occurs while on the School's campus, the local law enforcement must be contacted immediately. Sovah School of Health Professions does not currently have security on site at the River District Building. Each student or employee who is a victim of a crime is expected to cooperate with the local police during the investigation and prosecution of any crime committed on the campus. More detailed information is in the Student Handbook.

Students participate annually in the required Medical Center's (RE-ED) safety Program, which consist of but not limited to: fire plan, back safety, infection control, hazardous materials and chemical spills, electrical safety, workplace violence/keeping the environment safe, body mechanics, radiation safety, and substance abuse.

### **CAMPUS SECURITY ACT**

On-campus crimes must be reported annually by the School and each student and employee is entitled to see this report (See Above). The School cannot prevent criminals from committing a crime on Hospital/School property. Security patrols that are random and staggered are used in hopes that such patrols will deter criminal activity while on hospital premises. A security system requiring use of an ID badge for access to the School is also utilized. However, there is no guarantee that there will be no criminal activity on hospital/School property. Annually, the School will offer programs on the following topics:

- Crime Prevention
- Campus Security procedures and practices
- Chemical substance abuse

### **IMMEDIATE EMERGENCY RESPONSE**

Victims of sexual misconduct or any other incidents should also be aware that Program Director 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 School community. The School will ensure that a victim'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. The Program Director will make such timely warnings via *Crew*.

### **HOSTILE PERSON**

PURPOSE: To ensure all students/faculty/staff are in a safe environment and to communicate expectations of actions to be taken in the event of an observed/perceived hostile person on the River District Tower Property, within the School of Health Professions space, or any public space in the immediate vicinity.

### **Err on the side of safety – a false alarm is far better than no alarm when needed!**

ACTIONS: When it becomes known that any person is considered hostile, creating a dangerous environment which threatens bodily injury or death of other persons, the following action plan will be enacted immediately: **(Anyone knowledgeable of the hostile person/dangerous environment should activate the plan.)**

1. **If the Hostile Person is identified within or on the property of the River District Tower Facility, its parking areas or adjacent public spaces:**
  - a. Seek a safe environment out of sight of the intruder as quickly as possible.
  - b. **Dial 9-911 on Sovah Health – Danville phone or direct dial 911 using a cell phone for the Danville Police Department. (This should be your FIRST call for all emergencies!) Provide the following information:**
    - i. Your name and location. **River District Tower, 109 Bridge Street, Room 2XX**
    - ii. The situation and location of situation taking place, such as *“an armed person in the director’s office of the School of Health Professions on the second floor Room XXX.*
    - iii. A description of the violent person(s) involved (physical description, clothing, vehicle information) and the individual’s exact location or direction of travel.
    - iv. Any injuries and the location of injured person(s).
    - v. If weapons or specific contraband is known, report it.
    - vi. Stay near the phone or use cell phone and give police that number in order to establish a contact number for further communications. **Stay on the primary line with Danville PD or keep that line open.**
  - c. **Using a secondary phone, contact the Program Director, Kevin Murray, if not present.**
  - d. The Director will then contact Sovah Health Administration: 799-2100
  - e. Using the **TEXT ALERT SYSTEM**, a faculty member within the lockdown area MUST send a text alert to everyone in order to direct those not on campus to stay away until informed by the **Danville City Police or administrator on site** that the situation is under control and it is safe to enter the premises. Faculty responsible for initiating the text alert system are Kevin Murray, Program Director; Mary Thomas, Instructor/Coordinator; Holly Reese, Instructor/Coordinator; Meghan Setliff, Instructor; or Kristin Doss, Instructor.
  - f. If inside, remain inside lockdown areas until word has been given that all is clear or an order to evacuate the premises is given by a **law enforcement officer or school official**.
  - g. Stay away from all entry doors and remain out of sight of these doors.
  - h. **Upon direction of the Danville City Police or administrator on site, quietly** evacuate all persons to a distant area if movement is safe.
  - i. Persons in classrooms, offices, or other sections of the building **will not** approach the hostile person and will stay in their current location. If in the hallway, seek shelter in the nearest office or classroom. Lock the door if

possible or block the entrance; close all windows and blinds; turn off all lights; crouch down in an area that is out of sight from the doors and windows; remain quiet; stay put until an all-clear notice is given by the **law enforcement officer or school official in charge**. Maintain communication with officials until the crisis has ended.

- j. No other person will be allowed to enter the hostile area or its surroundings other than to provide medical attention.
  - k. Once the Danville police arrive on the scene, they have legal responsibility and final authority.
2. Once the situation is under control, **ONLY** the **Danville City Police** will give the all-clear and appropriate parties will be informed. The Director will make the decision regarding class/clinical activities for the remainder of the day.
  3. **In the event of a hostile person while on clinical property, follow the lead of the technologist you are working with and abide by the policies of the specific clinical facility.**

### **FIRE/EVACUATION PROCEDURE**

If the order is given to evacuate the SOHP facility, it may be given with the designation EAST or WEST in order to direct you to the proper exit and all personnel will **meet in the park at the fountain immediately upon leaving the building**. As soon as all persons are accounted for, further instructions will be given by the faculty member in charge.

- **East** will be the MAIN entrance and personnel should move quickly, without running, to the east stairwell near the elevators and exit to the street level. If in the classroom, proceed through the breakroom and toward the main entrance stairwell.
- **West** will be the exit next to the lab. Personnel should move quickly, without running, to the west stairwell near the lab and exit on the street level.

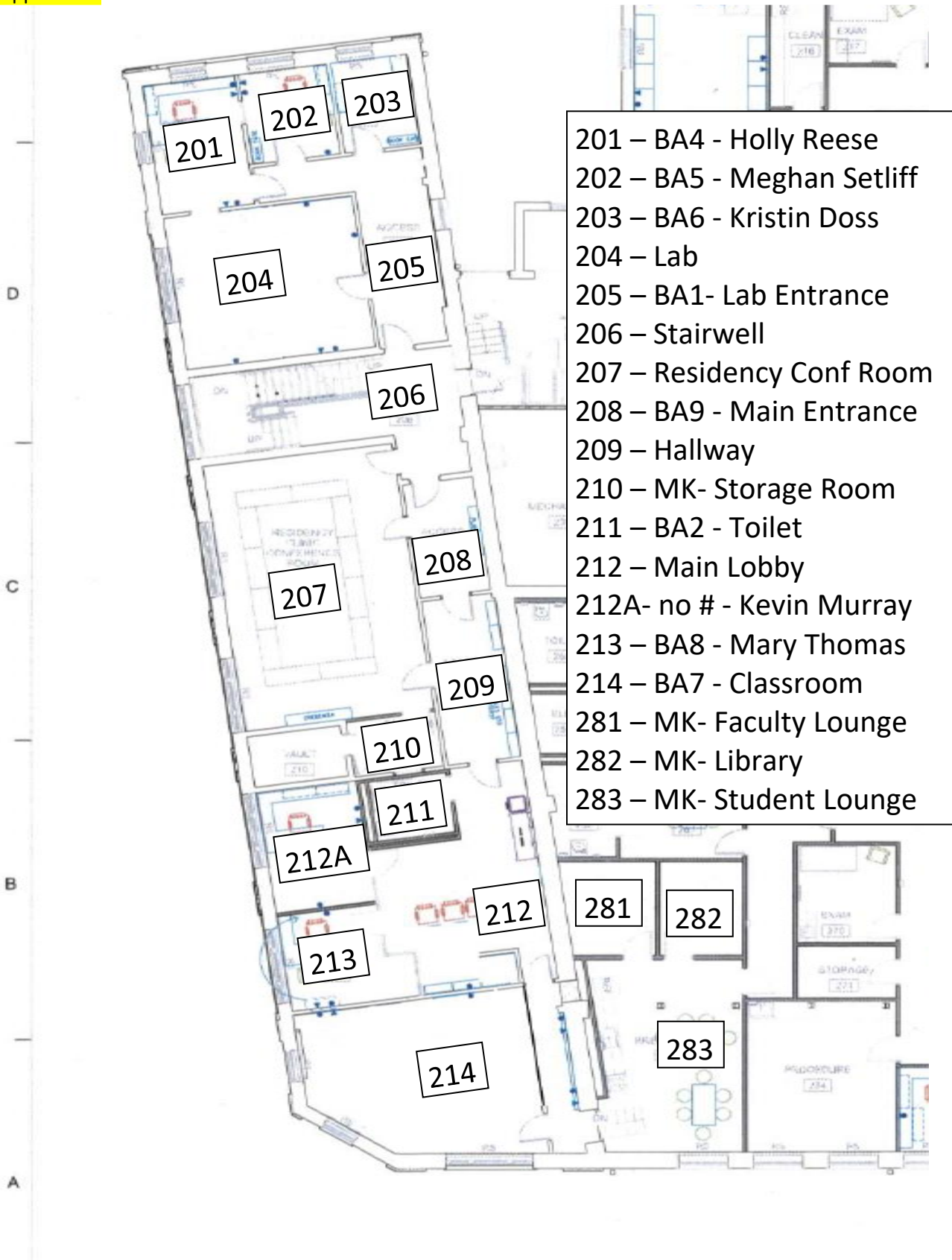
**If no directional order is given, the students should proceed to the west exit (nearest the lab) as it provides the fastest egress from the building!**

**Each student will be required to know where the nearest “pull-box” and fire extinguisher is located. Students must familiarize themselves with the exit plans placed near each exit for the school.**

***The Hostile Person’s and Fire/Evacuation Procedures will:***

- *Be publicized annually during the week of new student orientation and again the following week for returning students.*
- *Be tested annually as either an announced or unannounced event with documentation placed in the Safety and Security reports.*
- *Be made available upon request to all pertinent parties.*
- *Be disseminated to our student and faculty population by way of our text messaging system in order to alert those who are not on campus at the time of the event to ensure their safety!*

Appendix A



## 2021 Campus Security Report

### On Campus

	<b>2018</b>	<b>2019</b>	<b>2020</b>
a. Murder and Non-negligent manslaughter	<b>0</b>	<b>0</b>	<b>0</b>
b. Negligent manslaughter	<b>0</b>	<b>0</b>	<b>0</b>
c. Rape	<b>0</b>	<b>0</b>	<b>0</b>
d. Fondling	<b>0</b>	<b>0</b>	<b>0</b>
e. Incest	<b>0</b>	<b>0</b>	<b>0</b>
f. Statutory Rape	<b>0</b>	<b>0</b>	<b>0</b>
g. Robbery	<b>0</b>	<b>0</b>	<b>0</b>
h. Aggravated Assault	<b>0</b>	<b>0</b>	<b>0</b>
i. Burglary	<b>0</b>	<b>0</b>	<b>0</b>
j. Motor Vehicle Theft	<b>0</b>	<b>0</b>	<b>0</b>
k. Arson	<b>0</b>	<b>0</b>	<b>0</b>
l. Drug Violations **	<b>0</b>	<b>0</b>	<b>0</b>
m. Alcohol Violations **	<b>0</b>	<b>0</b>	<b>0</b>
n. Weapons Violations **	<b>0</b>	<b>0</b>	<b>0</b>
o. *Domestic Violence	<b>0</b>	<b>0</b>	<b>0</b>
p. *Dating Violence	<b>0</b>	<b>0</b>	<b>0</b>
q. *Stalking	<b>0</b>	<b>0</b>	<b>0</b>

\*Institutions must make a good faith effort to include these statistics for these crimes for calendar year 2020.

\*\*These crimes were not referred for disciplinary action.

\*\*\*Sovah SOHP has been at this location since August 2017.

**Off Campus**

	<b>2018</b>	<b>2019</b>	<b>2020</b>
a. Murder and Non-negligent manslaughter	<b>0</b>	<b>0</b>	<b>0</b>
b. Negligent manslaughter	<b>0</b>	<b>0</b>	<b>0</b>
c. Rape	<b>0</b>	<b>0</b>	<b>0</b>
d. Fondling	<b>0</b>	<b>0</b>	<b>0</b>
e. Incest	<b>0</b>	<b>0</b>	<b>0</b>
f. Statutory Rape	<b>0</b>	<b>0</b>	<b>0</b>
g. Robbery	<b>0</b>	<b>0</b>	<b>0</b>
h. Aggravated Assault	<b>0</b>	<b>0</b>	<b>0</b>
i. Burglary	<b>0</b>	<b>0</b>	<b>0</b>
j. Motor Vehicle Theft	<b>0</b>	<b>0</b>	<b>0</b>
k. Arson	<b>0</b>	<b>0</b>	<b>0</b>
l. Drug Violations **	<b>0</b>	<b>0</b>	<b>0</b>
m. Alcohol Violations **	<b>0</b>	<b>0</b>	<b>0</b>
n. Weapons Violations **	<b>0</b>	<b>0</b>	<b>0</b>
o. *Domestic Violence	<b>0</b>	<b>0</b>	<b>0</b>
p. *Dating Violence	<b>0</b>	<b>0</b>	<b>0</b>
q. *Stalking	<b>0</b>	<b>0</b>	<b>0</b>

\*Institutions must make a good faith effort to include these statistics for these crimes for calendar year 2020.

\*\*These crimes were not referred for disciplinary action.

\*\*\*Sovah SOHP has been at this location since August 2017.

## Public Property

	<b>2018</b>	<b>2019</b>	<b>2020</b>
a. Murder and Non-negligent manslaughter	<b>0</b>	<b>0</b>	<b>0</b>
b. Negligent manslaughter	<b>0</b>	<b>0</b>	<b>0</b>
c. Rape	<b>0</b>	<b>0</b>	<b>0</b>
d. Fondling	<b>0</b>	<b>0</b>	<b>0</b>
e. Incest	<b>0</b>	<b>0</b>	<b>0</b>
f. Statutory Rape	<b>0</b>	<b>0</b>	<b>0</b>
g. Robbery	<b>0</b>	<b>0</b>	<b>0</b>
h. Aggravated Assault	<b>0</b>	<b>0</b>	<b>0</b>
i. Burglary	<b>0</b>	<b>0</b>	<b>0</b>
j. Motor Vehicle Theft	<b>0</b>	<b>0</b>	<b>0</b>
k. Arson	<b>0</b>	<b>0</b>	<b>0</b>
l. Drug Violations **	<b>0</b>	<b>0</b>	<b>0</b>
m. Alcohol Violations **	<b>0</b>	<b>0</b>	<b>0</b>
n. Weapons Violations **	<b>0</b>	<b>0</b>	<b>0</b>
o. *Domestic Violence	<b>0</b>	<b>0</b>	<b>0</b>
p. *Dating Violence	<b>0</b>	<b>0</b>	<b>0</b>
q. *Stalking	<b>0</b>	<b>0</b>	<b>0</b>

\*Institutions must make a good faith effort to include these statistics for these crimes for calendar year 2020.

\*\*These crimes were not referred for disciplinary action.

\*\*\*Sovah SOHP has been at this location since August 2017.

## 2018 Hate Crimes

### On Campus

	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. Murder and Non-negligent manslaughter	0	0	0	0	0	0	0	0
b. Negligent manslaughter	0	0	0	0	0	0	0	0
c. Rape	0	0	0	0	0	0	0	0
d. Fondling	0	0	0	0	0	0	0	0
e. Incest	0	0	0	0	0	0	0	0
f. Statutory Rape	0	0	0	0	0	0	0	0
g. Robbery	0	0	0	0	0	0	0	0
h. Aggravated Assault	0	0	0	0	0	0	0	0
i. Burglary	0	0	0	0	0	0	0	0
j. Motor Vehicle Theft	0	0	0	0	0	0	0	0
k. Arson	0	0	0	0	0	0	0	0
l. Simple Assault	0	0	0	0	0	0	0	0
m. Larceny-theft	0	0	0	0	0	0	0	0
n. Intimidation	0	0	0	0	0	0	0	0
o. Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0

\*Institutions must make a good faith effort to include these statistics for these crimes for calendar year 2018.

\*\*These crimes were not referred for disciplinary action.

\*\*\*Sovah SOHP has been at this location since August 2017.



## Off Campus

	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. Murder and Non-negligent manslaughter	0	0	0	0	0	0	0	0
b. Negligent manslaughter	0	0	0	0	0	0	0	0
c. Rape	0	0	0	0	0	0	0	0
d. Fondling	0	0	0	0	0	0	0	0
e. Incest	0	0	0	0	0	0	0	0
f. Statutory Rape	0	0	0	0	0	0	0	0
g. Robbery	0	0	0	0	0	0	0	0
h. Aggravated Assault	0	0	0	0	0	0	0	0
i. Burglary	0	0	0	0	0	0	0	0
j. Motor Vehicle Theft	0	0	0	0	0	0	0	0
k. Arson	0	0	0	0	0	0	0	0
l. Simple Assault	0	0	0	0	0	0	0	0
m. Larceny-theft	0	0	0	0	0	0	0	0
n. Intimidation	0	0	0	0	0	0	0	0
o. Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0

\*Institutions must make a good faith effort to include these statistics for these crimes for calendar year 2018.

\*\*These crimes were not referred for disciplinary action.

\*\*\*Sovah SOHP has been at this location since August 2017.

## Public Property

	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. Murder and Non-negligent manslaughter	0	0	0	0	0	0	0	0
b. Negligent manslaughter	0	0	0	0	0	0	0	0
c. Rape	0	0	0	0	0	0	0	0
d. Fondling	0	0	0	0	0	0	0	0
e. Incest	0	0	0	0	0	0	0	0
f. Statutory Rape	0	0	0	0	0	0	0	0
g. Robbery	0	0	0	0	0	0	0	0
h. Aggravated Assault	0	0	0	0	0	0	0	0
i. Burglary	0	0	0	0	0	0	0	0
j. Motor Vehicle Theft	0	0	0	0	0	0	0	0
k. Arson	0	0	0	0	0	0	0	0
l. Simple Assault	0	0	0	0	0	0	0	0
m. Larceny-theft	0	0	0	0	0	0	0	0
n. Intimidation	0	0	0	0	0	0	0	0
o. Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0

\*Institutions must make a good faith effort to include these statistics for these crimes for calendar year 2018.

\*\*These crimes were not referred for disciplinary action.

\*\*\*Sovah SOHP has been at this location since August 2017.

## 2019 Hate Crimes

### On Campus

	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. Murder and Non-negligent manslaughter	0	0	0	0	0	0	0	0
b. Negligent manslaughter	0	0	0	0	0	0	0	0
c. Rape	0	0	0	0	0	0	0	0
d. Fondling	0	0	0	0	0	0	0	0
e. Incest	0	0	0	0	0	0	0	0
f. Statutory Rape	0	0	0	0	0	0	0	0
g. Robbery	0	0	0	0	0	0	0	0
h. Aggravated Assault	0	0	0	0	0	0	0	0
i. Burglary	0	0	0	0	0	0	0	0
j. Motor Vehicle Theft	0	0	0	0	0	0	0	0
k. Arson	0	0	0	0	0	0	0	0
l. Simple Assault	0	0	0	0	0	0	0	0
m. Larceny-theft	0	0	0	0	0	0	0	0
n. Intimidation	0	0	0	0	0	0	0	0
o. Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0

\*Institutions must make a good faith effort to include these statistics for these crimes for calendar year 2019.

\*\*These crimes were not referred for disciplinary action.

\*\*\*Sovah SOHP has been at this location since August 2017.

## Off Campus

	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. Murder and Non-negligent manslaughter	0	0	0	0	0	0	0	0
b. Negligent manslaughter	0	0	0	0	0	0	0	0
c. Rape	0	0	0	0	0	0	0	0
d. Fondling	0	0	0	0	0	0	0	0
e. Incest	0	0	0	0	0	0	0	0
f. Statutory Rape	0	0	0	0	0	0	0	0
g. Robbery	0	0	0	0	0	0	0	0
h. Aggravated Assault	0	0	0	0	0	0	0	0
i. Burglary	0	0	0	0	0	0	0	0
j. Motor Vehicle Theft	0	0	0	0	0	0	0	0
k. Arson	0	0	0	0	0	0	0	0
l. Simple Assault	0	0	0	0	0	0	0	0
m. Larceny-theft	0	0	0	0	0	0	0	0
n. Intimidation	0	0	0	0	0	0	0	0
o. Destruction/ damage/vandalism of property	0	0	0	0	0	0	0	0

\*Institutions must make a good faith effort to include these statistics for these crimes for calendar year 2019.

\*\*These crimes were not referred for disciplinary action.

\*\*\*Sovah SOHP has been at this location since August 2017.

## Public Property

	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. Murder and Non-negligent manslaughter	0	0	0	0	0	0	0	0
b. Negligent manslaughter	0	0	0	0	0	0	0	0
c. Rape	0	0	0	0	0	0	0	0
d. Fondling	0	0	0	0	0	0	0	0
e. Incest	0	0	0	0	0	0	0	0
f. Statutory Rape	0	0	0	0	0	0	0	0
g. Robbery	0	0	0	0	0	0	0	0
h. Aggravated Assault	0	0	0	0	0	0	0	0
i. Burglary	0	0	0	0	0	0	0	0
j. Motor Vehicle Theft	0	0	0	0	0	0	0	0
k. Arson	0	0	0	0	0	0	0	0
l. Simple Assault	0	0	0	0	0	0	0	0
m. Larceny-theft	0	0	0	0	0	0	0	0
n. Intimidation	0	0	0	0	0	0	0	0
o. Destruction/ damage/vandalism of property	0	0	0	0	0	0	0	0

\*Institutions must make a good faith effort to include these statistics for these crimes for calendar year 2019.

\*\*These crimes were not referred for disciplinary action.

\*\*\*Sovah SOHP has been at this location since August 2017.

## 2020 Hate Crimes

### On Campus

	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. Murder and Non-negligent manslaughter	0	0	0	0	0	0	0	0
b. Negligent manslaughter	0	0	0	0	0	0	0	0
c. Rape	0	0	0	0	0	0	0	0
d. Fondling	0	0	0	0	0	0	0	0
e. Incest	0	0	0	0	0	0	0	0
f. Statutory Rape	0	0	0	0	0	0	0	0
g. Robbery	0	0	0	0	0	0	0	0
h. Aggravated Assault	0	0	0	0	0	0	0	0
i. Burglary	0	0	0	0	0	0	0	0
j. Motor Vehicle Theft	0	0	0	0	0	0	0	0
k. Arson	0	0	0	0	0	0	0	0
l. Simple Assault	0	0	0	0	0	0	0	0
m. Larceny-theft	0	0	0	0	0	0	0	0
n. Intimidation	0	0	0	0	0	0	0	0
o. Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0

\*Institutions must make a good faith effort to include these statistics for these crimes for calendar year 2020.

\*\*These crimes were not referred for disciplinary action.

\*\*\*Sovah SOHP has been at this location since August 2017.

## Off Campus

	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. Murder and Non-negligent manslaughter	0	0	0	0	0	0	0	0
b. Negligent manslaughter	0	0	0	0	0	0	0	0
c. Rape	0	0	0	0	0	0	0	0
d. Fondling	0	0	0	0	0	0	0	0
e. Incest	0	0	0	0	0	0	0	0
f. Statutory Rape	0	0	0	0	0	0	0	0
g. Robbery	0	0	0	0	0	0	0	0
h. Aggravated Assault	0	0	0	0	0	0	0	0
i. Burglary	0	0	0	0	0	0	0	0
j. Motor Vehicle Theft	0	0	0	0	0	0	0	0
k. Arson	0	0	0	0	0	0	0	0
l. Simple Assault	0	0	0	0	0	0	0	0
m. Larceny-theft	0	0	0	0	0	0	0	0
n. Intimidation	0	0	0	0	0	0	0	0
o. Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0

\*Institutions must make a good faith effort to include these statistics for these crimes for calendar year 2020.

\*\*These crimes were not referred for disciplinary action.

\*\*\*Sovah SOHP has been at this location since August 2017.

## Public Property

	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. Murder and Non-negligent manslaughter	0	0	0	0	0	0	0	0
b. Negligent manslaughter	0	0	0	0	0	0	0	0
c. Rape	0	0	0	0	0	0	0	0
d. Fondling	0	0	0	0	0	0	0	0
e. Incest	0	0	0	0	0	0	0	0
f. Statutory Rape	0	0	0	0	0	0	0	0
g. Robbery	0	0	0	0	0	0	0	0
h. Aggravated Assault	0	0	0	0	0	0	0	0
i. Burglary	0	0	0	0	0	0	0	0
j. Motor Vehicle Theft	0	0	0	0	0	0	0	0
k. Arson	0	0	0	0	0	0	0	0
l. Simple Assault	0	0	0	0	0	0	0	0
m. Larceny-theft	0	0	0	0	0	0	0	0
n. Intimidation	0	0	0	0	0	0	0	0
o. Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0

\*Institutions must make a good faith effort to include these statistics for these crimes for calendar year 2020.

\*\*These crimes were not referred for disciplinary action.

\*\*\*Sovah SOHP has been at this location since August 2017.