If someone discloses an incident of sexual misconduct to you, including sexual assault, stalking, dating or domestic violence, or sexual harassment, please take the following steps:

1. LISTEN
   □ CONFIRM the person’s safety. If they are not safe, help them create a plan to get to a safe place. Call 911 if needed.
   □ PROVIDE nonjudgmental support. Avoid questions that suggest blame or show doubt.
   □ RESPOND with compassion and sensitivity.

2. REFER
   □ REVIEW reporting options with the person (both the right to file with law enforcement and the right to file a complaint with Northwestern).
   □ DIRECT the person to on-campus confidential resources.
   □ SHARE off-campus resources.

3. REPORT
   □ EXPLAIN your obligation to report the information.
   □ CONTACT the Title IX Coordinator to report the incident: Joan Slavin, 847-491-3745 or j-slavin@northwestern.edu

Note: As an employee you are obligated to report what you know.

REPORTING OPTIONS

To report an incident to law enforcement:

· **Northwestern University Police Department**: 847-491-3456 (Evanston) or 312-503-3456 (Chicago). NUPD has officers who are specially trained to work with victims of sexual violence.
· **Evanston Police**: 911 or 847-866-5000
· **Chicago Police**: 911 or 312-744-4000

To report an incident to Northwestern:

· **Joan Slavin**, Title IX Coordinator: 847-491-3745 or j-slavin@northwestern.edu
· **Sexual Harassment Prevention Office**: 847-467-6165

A Title IX staff member will contact the person who may have experienced sexual misconduct to share information about available options and resources. **It is up to the person who may have experienced sexual misconduct whether to meet with Title IX staff.**
CAMPUS-BASED CONFIDENTIAL RESOURCES

The following campus-based resources have a confidentiality privilege and will keep communications confidential:

· CARE: Center for Awareness, Response, and Education (provides support, and advocacy services to students): 847-491-2054 or www.northwestern.edu/care

· CAPS: Counseling and Psychological Services (provides counseling services to students): 847-491-2151 (24 hours), or www.northwestern.edu/counseling

· Faculty & Staff Assistance Program (provides crisis intervention and short-term counseling to faculty and staff members, as well as their household family members): 855-547-1851 or www.northwestern.edu/hr/work-life/faculty-staff-assistance-program.html

· Women’s Center (provides counseling services to faculty, students, and staff): 847-491-7360 (Evanston), 312-503-1400 (Chicago), or www.northwestern.edu/womenscenter

· Office of the University Chaplain (provides spiritual counseling and advice to members of the University community): 847-491-7256 or www.northwestern.edu/religious-life

Please note: All Northwestern employees (including student employees), as well as nonemployees with teaching or supervisory authority (e.g. TA’s), other than those employees designated in Appendix C of the Sexual Misconduct Policy, are obligated to report to the Title IX Coordinator any information they become aware of during the scope of their work.

OFF-CAMPUS RESOURCES

Hotlines:

· Chicago Metro Rape Crisis Hotline (YWCA): 888-293-2080 (24 hours)

· Chicago Domestic Violence Line: 877-863-6338 (24 hours)

· Evanston Domestic Violence Line (YWCA): 877-718-1868 (24 hours)

· RAINN: Rape, Abuse & Incest National Network: 800-656-HOPE (24 hours)

Counseling Resources:

· Rape Victim Advocates (provides sexual violence specific counseling and advocacy): 312-443-9603 or www.rapevictimadvocates.org

· Porchlight Counseling Services: 773-750-7077 or www.porchlightcounseling.org

· YWCA Evanston/North Shore (provides relationship violence specific counseling and advocacy): 877-718-1868 or www.ywca.org/evanston

For more information, visit www.northwestern.edu/sexual-misconduct