

DESIGNATED CONFIDENTIAL RESOURCES

Guidance for Responding to Sexual Misconduct Disclosures

When individuals experience [sexual misconduct](#) (sexual harassment, sexual assault, relationship violence, sexual exploitation, and sex-based stalking), they may disclose their experience to a victim advocate, mental health provider, or health care provider.

The university classifies medical professionals and medical staff, professional counselors, non-professional counselors, and advocates as “[Designated Confidential Resources](#)” so individuals who have been impacted by sexual misconduct have access to support services in a confidential setting.

IMMEDIATE THREATS

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

IF YOU RECEIVE A SEXUAL MISCONDUCT DISCLOSURE

1

INFORM the individual that you will keep the information they share about sexual misconduct confidential, and that their personally identifiable information will remain confidential. Be sure to explain that this means that you will not be reporting information to the USU Title IX Coordinator, and that their disclosure to you will not result in any disciplinary action. Tell them that to trigger university action or an investigation, they need to report to the USU Title IX Coordinator, and to trigger a criminal investigation, they need to report to law enforcement.

2

NOTIFY the individual about the [limits of your confidentiality](#). Explain the disclosures that you are required to make under law, such as reporting child or vulnerable adult abuse or physical injuries from sexual misconduct (applicable to medical providers only), and that your records may be subject to a subpoena. All non-professional counselors and advocates must also explain that, as a Campus Security Authority (CSA), if the incident occurred in USU’s Clery geography, they must report anonymized information to USU Police.

3

PROVIDE the individual with information about other Designated Confidential Resources and the reporting options listed on sexualrespect.usu.edu. Explain that if the individual chooses to report to the USU Title IX Coordinator, the Title IX Coordinator will provide information about [support services and reporting options](#).

4

REPORT the date, time, and location of the incident, if it occurred within Clery Geography and is required by your role**, to USUPD within 24 hours. All Designated Confidential Resources are required to report to the USU Title IX Coordinator all information about reports of sexual misconduct alleged to have been committed by another Designated Confidential Resource.

***Only non-professional counselors and advocates are required to report anonymous data to USUPD*

If you have questions, please contact the USU Title IX Coordinator by calling 435-797-1266, visiting Distance Education 404 in Logan, or via email at titleix@usu.edu.

UtahStateUniversity

OFFICE OF EQUITY

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DCR REPORTING OBLIGATIONS UNDER INTERIM USU POLICY 340

What are the sexual misconduct reporting obligations for all Designated Confidential Resources?

Under interim [USU policy 340](#), Designated Confidential Resources are required to report to the Title IX Coordinator all information concerning allegations of sexual misconduct that are alleged to have been committed by another Designated Confidential Resource.

Designated Confidential Resources are responsible for understanding their other sexual misconduct reporting obligations beyond those outlined in interim USU policy 340.

What must be reported to the Title IX Coordinator?

If a Designated Confidential Resource receives a disclosure about sexual misconduct that is alleged to have been committed by another Designated Confidential Resource, they must report the following information, if known, at equity.usu.edu/report using the Reporting Employee form:

- The Designated Confidential Resource's name and contact information;
- The name of the person who experienced the sexual misconduct;
- The name of the person who reported the sexual misconduct to the Designated Confidential Resource, if different from the person who experienced it;
- The name of the Designated Confidential Resource(s) alleged to have engaged in sexual misconduct;
- The name of any witnesses or individuals who may have information about the incident(s);
- The date, time, and location of the alleged incident(s);
- The nature of the incident(s);
- A description of the incident(s);
- All documentation the Designated Confidential Resource has received related to the incident (including all written notes);
- The date the incident was reported to the Designated Confidential Resource; and,
- All other information about the incident(s) known to the Designated Confidential Resource.

What are the additional reporting obligations for non-professional counselors and advocates?

Under the federal [Clery Act](#), USU has designated non-professional counselors and advocates as [Campus Security Authorities \(CSAs\)](#). This means they are required to provide information about the date, time, and location of the reported incident to USUPD via the [CSA reporting form](#). USUPD will assess, based on the information, whether a timely warning or emergency notification needs to be issued to the campus community to comply with the Clery Act. As Reporting Employees, USUPD provides information reported by CSAs to the USU Title IX Coordinator so they can track patterns and trends in the campus community.

What are Aggie Alerts?

Consistent with the federal Clery Act, USUPD issues [Aggie Alerts](#), which include (1) timely warnings, (2) emergency notifications, and (3) community safety alerts, to the USU campus community to alert them of potential dangers on campus. Aggie Alerts are sent out as soon as possible for [specific crimes listed in the Clery Act](#) that:

- Are reported to the campus police (or a Campus Security Authority),
- Occur within Clery Geography, and
- Are considered to represent a serious or continuing threat to students and employees.

USUPD issues Aggie Alerts as soon as pertinent information is available that points to a serious or ongoing threat to campus safety, as required by law.