

2019 ANNUAL SECURITY/FIRE SAFETY REPORT

EVMS
Eastern Virginia Medical School



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Eastern Virginia Medical School
2019 Annual Security/Fire Safety Report

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CONTACT QUICK REFERENCE

Eastern Virginia Medical School:

EVMS Police and Public Safety Emergency (non-medical)	757.446.5911
EVMS Police and Public Safety Non-Emergency	757.446.5199
EVMS Student Affairs	757.446.5244

Local Police Departments:

Chesapeake Police Department	757.382.6161
Old Dominion University Police Department	757.683.4000
Norfolk Police/Emergency Services	911
Norfolk Police Non-Emergency	757.441.5610
Norfolk State Police Department	757.823.9000
Portsmouth Police Department	757.393.5300
Suffolk Police Department	757.514.7915
Virginia Beach Police Department	757.385.5000

Hospitals:

Bon Secours DePaul Medical Hospital	757.889.5000
Chesapeake Regional Medical Center	757.312.8121
Children's Hospital of the King's Daughters	757.668.7000
Sentara Leigh Memorial Hospital	757.261.6000
Sentara Norfolk General Hospital	757.388.3000
Sentara Princess Anne Hospital	757.507.1000
Sentara Virginia Beach Hospital	757.395.8000

Resources:

YWCA South Hampton Roads Crisis Hotline	757.251.0144
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I. EASTERN VIRGINIA MEDICAL SCHOOL OVERVIEW

Eastern Virginia Medical School (EVMS) is an academic health center that was created by the Virginia General Assembly in 1964 by the enactment of Chapter 471 of the Acts of Assembly of 1964. EVMS is located on the Eastern Virginia Medical Center (EVMC) campus, which consists of Eastern Virginia Medical School, Sentara Norfolk General Hospital, the Children's Hospital of the King's Daughters, and Virginia Department of Public Health. The campus is located in the City of Norfolk in the metropolitan Hampton Roads region of coastal Virginia. Eastern Virginia Medical School is located between the Elizabeth and Lafayette Rivers. The main campus of the school is located along Brambleton Avenue, Hampton Boulevard and Colley Avenue and is approximately six miles from the Norfolk International Terminals, and eight miles from the Norfolk Naval Base.

EVMS does not have any student owned or controlled non-campus locations.

II. PURPOSE OF THIS DOCUMENT

Eastern Virginia Medical School Police Department prepares this Annual Security/Fire Safety Report ("the Report") to inform the campus community of its policies regarding criminal actions or other emergencies that occur on campus and to provide statistics on crimes that have been reported. The Report is prepared in accordance with the requirements established by The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, codified in the Higher Education Act of 1965, 20 U.S.C. § 1092, (the Clery Act). The full report is available on the EVMS Police & Public Safety webpage at: https://www.evms.edu/media/evms_public/departments/police_and_public_safety/2019_Annual_Security_Fire_Safety_Report.pdf. Information in this report is compiled in cooperation with the Norfolk Police Department. Campus crime, arrest and referral statistics include those reported to the EVMS Police & Public Safety Department, designated campus officials and local law enforcement agencies. These statistics may also include crimes that have occurred in private businesses. EVMS Police submits the annual crime and fire statistics published here to the United States Department of Education. The statistical information gathered by the United States Department of Education is available to the public through the [ED website](#). If you have concerns, questions or comments about federal or state law requirements or EVMS compliance, please contact the EVMS Chief of Police at (757) 446-5199.

III. POLICE AND PUBLIC SAFETY DEPARTMENT OVERVIEW

A. Mission Statement. Our mission is to create and maintain a safe and secure environment for our students, faculty, staff, patients and visitors.

B. Authority. The Eastern Virginia Medical School (EVMS) Police and Public Safety Department is a Virginia Department of Criminal Justice Services certified agency that operates under authority granted by the EVMS Board of Visitors and the Code of Virginia.

C. Jurisdiction. In accordance with § 23.1-815 of the Code of Virginia, EVMS Police and Public Safety have jurisdiction to exercise their full powers of arrest upon any property owned or controlled by EVMS and upon the streets, sidewalks, and highways immediately bordering those areas. In addition, in accordance with a written Mutual Aid Agreement between the City of Norfolk and EVMS, EVMS Police have concurrent patrol jurisdiction which extends EVMS Police Officer's patrol jurisdiction in Norfolk, VA as follows: the area of the City of Norfolk bounded on the north by Redgate Avenue beginning at its intersection with Hampton Boulevard and proceeding east to Redgate Avenue's intersection with Colonial Avenue, then south on Colonial Avenue to its intersection with West Olney Road, then east on West Olney Road to its intersection with Mowbray Arch; bounded on the east by Mowbray Arch to its intersection with Yarmouth Street, south on Yarmouth until its intersection with West Brambleton Avenue; bounded on the south by West Brambleton Avenue until its intersection with the eastern shore of the Hague; then extended across the Hague to the southwest corner of the intersection of Radar Street and Front Street; bounded on the west by Front Street to its intersection with Colley Avenue to its intersection with Southampton Avenue, then west on Southampton Avenue to Riverview Avenue, then north on Riverview until its intersection with West Brambleton Avenue, then north on West Brambleton Avenue until it becomes Hampton Boulevard, then continuing north along Redgate Avenue. The sidewalks, if any, of both sides of the streets expressly included in describing these boundaries shall be considered within these boundaries. This extended concurrent jurisdiction gives EVMS Police the power to give assistance or take prompt police action when they observe traffic violations or misdemeanor offenses in the area of concurrent jurisdiction.

D. Services and Personnel. The department provides police and public safety services to the entire campus 24/7 including, but not limited to, security, safety, traffic direction,

parking control, education, emergency management and fire and life safety services. The department is comprised of a Chief of Police, police officers, public safety officers, police dispatchers, physical security specialists, emergency management, fire and life safety specialists and administrative personnel. All police and public safety officers receive extensive training and are required to attend in-service training programs through the year. Police officers have specialized training at various local, state, and/or federal law enforcement academies and have full powers of arrest under Virginia law, while public safety officers receive training in law enforcement procedures.

E. *Cooperative Law Enforcement and Investigative Authority.* The EVMS Police and Public Safety Department communicates, cooperates and collaborates with the Norfolk Police Department, Virginia State Police, FBI and Homeland Security to ensure the safety of our students, employees, and visitors. The Norfolk Police shall have primary criminal investigative authority for all homicides, life threatening aggravated assaults, felony sexual assaults and armed robberies, whether they occur in the area of EVMS' jurisdiction or the area of concurrent jurisdiction. EVMS does not have any officially recognized student organizations with off-campus locations. For such acts that occur on the EVMS campus, EVMS Police shall facilitate Norfolk Police access to the campus, provide an EVMS Police liaison and assist the Norfolk Police. The EVMS Police will retain primary investigative authority for all other felony offenses that occur on areas deemed to be part of the EVMS campus and Norfolk Police may assist upon request by EVMS Police. For felony offenses that occur in the area of concurrent jurisdiction, as defined by the Mutual Aid Agreement, EVMS Police shall secure the crime scene until Norfolk Police arrive and Norfolk Police shall conduct the investigation into the felony unless otherwise agreed upon by Norfolk Police and EVMS Police.

F. *Crime Statistics Reporting.* EVMS Police reports crime statistics to the Commonwealth of Virginia via the Incident Based Reporting system. The department operates National Crime Information Center (NCIC) and Virginia Crime Information Center (VCIN) computer networks, allowing us to transmit and receive information about stolen, missing, recovered property, as well as information about missing or wanted persons. The department is certified, and audited annually, by the Virginia State Police to maintain its Virginia Criminal Information Network (VCIN) and a National Crime Information Center

(NCIC) terminal. The City of Norfolk Police Department's Crime Analysis Unit, provides ongoing crime data to EVMS Police and Public Safety Department for information and publication. The Norfolk Police Department and other local police departments may also provide information to the EVMS Police regarding matters of criminal activity by students at off-campus activities involving student organizations recognized by EVMS.

IV. CRIME REPORTING AND RESPONSE

NOTE: For information on reporting and response to dating violence, domestic violence, sexual assault, and stalking please see the Sexual Misconduct Section of the Report (Section V).

A. Reporting. In order to ensure that EVMS Police and Public Safety are able to quickly respond to criminal acts, issue Timely Warnings to the campus (see Section IX), and accurately track and report crime data for the Report, all members of the EVMS community are encouraged to immediately and accurately report suspected crimes to EVMS Police and Public Safety at 757-446-5199 and/or local law enforcement. The Contact Quick Reference Sheet at the beginning of this report also provides specific information about who you can call. EVMS Police website, participation in activities, and the Student Government Association are provided specific instructions for reporting suspected crimes or criminal activities. EVMS police officers conduct preliminary investigations of all crimes reported and will involve local, state, and/or federal law enforcement agencies as required by agreement, nature of crime or other mitigating circumstances. Individuals who elect not to report or are unable to report to the appropriate police agencies are encouraged to report crimes on a confidential/anonymous basis by using the EVMS Police and Public Safety [crime reporting form](#) located on the EVMS Police website. Confidential/anonymous crime reporting information will be used solely for crime reporting notifications, crime statistics, and educational programs. EVMS does not have Professional Counselors or Pastoral Counselors available to counsel individuals or any procedures to report crimes on a voluntary confidential basis for inclusion in the report.

B. Campus Security Authorities (CSAs). EVMS recognizes certain individuals and offices as "Campus Security Authorities" (CSAs) under the Clery Act. These are individuals and offices who have significant responsibility for student and campus activities, including, but

not limited to, Police and Public Safety and designated individuals in student housing, student affairs, service learning center, and Title IX.

C. *Response.* EVMS police officers conduct preliminary investigations of all crimes reported and will involve local, state, and/or federal law enforcement agencies as required by agreement, nature of crime or other mitigating circumstances. Upon written request, EVMS will disclose to an alleged victim of a crime (as defined in Section 16 Title 18, United States Code), or a non-forcible sex offense, the results of any disciplinary proceeding conducted by EVMS against a student who is the alleged perpetrator of the offense. If the alleged victim is deceased as a result of such offense, the next of kin shall be treated as the alleged victim for purposes of such disclosure.

V. SEXUAL MISCONDUCT

A. *Policy and Definitions.* EVMS prohibits Sexual Misconduct, including the crimes of dating violence, domestic violence, sexual assault and stalking as follows:

1. Sexual Harassment: Any unwelcome sexual advance, request for sexual acts or favors, and other verbal or physical conduct of a sexual nature, whether between individuals of different sexes or the same sex, when:
 - i. Submission to such conduct is made explicitly or implicitly a term or condition of an individual's employment, academic advancement, evaluation, or grades; or
 - ii. Submission to or rejection of such conduct by an individual is used as a basis for employment, academic advancement, evaluation, or grading decisions affecting that individual; or
 - iii. The conduct has the purpose or effect of substantially interfering with a person's academic or work performance by creating an intimidating, hostile, or offensive environment regardless of whether such conduct takes place on EVMS property, at an EVMS sponsored activity, class, or program, or at another location.
2. Sexual Violence/Sexual Assault:
 - i. Any sexual acts such as kissing and fondling; vaginal, oral, or anal intercourse; and/or penetration with an object or finger that are:

- ii. Perpetrated against a person's will by force, threat, intimidation, coercion, or ruse.
 - iii. Perpetrated against a person who was incapable of giving consent. Consent is defined the affirmative, unambiguous, and voluntary agreement to engage in a specific sexual activity during a sexual encounter (regardless of sex, sexual orientation, gender identity, or gender expression) and which cannot be given as a result of coercion, intimidation, force, or threat of harm or when a person is incapacitated such as when someone is asleep, restrained, under the influence of alcohol or drugs, or mentally or physically unable to provide consent.
 - iv. Rape, statutory rape, sexual assault, sexual battery, and/or other acts deemed illegal by Virginia sexual assault statutes are included in this definition of Sexual Violence.
3. Domestic Violence: A felony or misdemeanor crime of violence committed by:
- i. A current or former spouse or intimate partner of the victim;
 - ii. A person with whom the victim shares a child in common;
 - iii. A person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;
 - iv. A person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies [under VAWA]; or
 - v. Any other person against an adult or youth victim who is protected from that person's acts under the family violence laws of Virginia.
4. Dating Violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on a consideration of the length of the relationship, the type of relationship, the frequency of interaction between the persons involved in the relationship.
5. Stalking: Engaging in actions that are directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others or

suffer substantial emotional distress. Such behaviors may include, but are not limited to:

- i. Non-consensual (unwanted) communication or contact (face-to-face, telephone, touching, electronic mail, instant messaging, texts, written letters, unwanted gifts, etc.)
- ii. Harassment, either by the individual or through a third party.
- iii. Use of threatening gestures.
- iv. Physically pursuing or following the victim.
- v. Using surveillance or other types of observation to track or monitor a victim.
- vi. Trespassing.

B. *Virginia Code Laws.*

1. Sexual Assault has no statutory definition in Virginia, however, criminal sexual assault statutes are found in Sections 18.2-61 through 18.2-67.10 of the code of Virginia and include:
2. Rape (§ 18.2-61) which is when an individual has sexual intercourse with a complaining witness, whether or not his or her spouse, or causes a complaining witness, whether or not his or her spouse, to engage in sexual intercourse with any other person and such act is accomplished (i.) against the complaining witness's will, by force, threat or intimidation of or against the complaining witness or other person; or (ii.) through the use of complaining witness's mental incapacity or physical helplessness; or (iii.) with a child under the age 13 as the victim.
3. Forcible Sodomy (§ 18.2-67.1) which is when an individual engages in cunnilingus, fellatio, anilingus, or anal intercourse with a complaining witness, whether or not his or her spouse, or causes a complaining witness, whether or not his or her spouse, to engage in such acts with any other person, and the complaining witness is under the age of 13 or the act is accomplished (i.) against the complaining witness's will, by force, threat or intimidation of or against the complaining witness or other person; or (ii.) through the use of complaining witness's mental incapacity or physical helplessness.

4. Sexual Battery (§ 18.2-67.4) which is when an individual sexually abuses (see definition below) the complaining witness against the will of the complaining witness, by force, threat, intimidation, or ruse, or within a two-year period, more than one complaining witness or one complaining witness on more than one occasion intentionally and without the consent of the complaining witness.
5. Sexual Abuse (§ 18.2-67.10) means an act committed with the intent to sexually molest, arouse, or gratify any person, where:
 - a. The accused intentionally touches the complaining witness's intimate parts or material directly covering such intimate parts;
 - b. The accused forces the complaining witness to touch the accused's, the witness's own, or another person's intimate parts or material directly covering such intimate parts;
 - c. If the complaining witness is under the age of 13, the accused causes or assists the complaining witness to touch the accused's, the witness's own, or another person's intimate parts or material directly covering such intimate parts; or
 - d. The accused forces another person to touch the complaining witness's intimate parts or material directly covering such intimate parts.
6. Consent has no statutory definition in Virginia. However, EVMS defines consent as the affirmative, unambiguous, and voluntary agreement to engage in a specific sexual activity during a sexual encounter (regardless of sex, sexual orientation, gender identity, or gender expression). Consent:
 - a. Cannot be given as a result of coercion, intimidation, force, or threat of harm;
 - b. Cannot be given when is a person is incapacitated such as when someone is asleep, restrained, under the influence of alcohol or drugs, or mentally or physically unable to provide consent;
 - c. Can be withdrawn at any time;
 - d. That is given with regard to any sexual act, or prior consensual sexual activity between or with any party, does not constitute consent to any other sexual act or future sexual activity;

- e. Is not inferred nor is it given when someone is unclear. Is not given based on context such as the clothes someone is wearing, their alcohol consumption or partying or suggestive behavior;
 - f. Is not automatically given because of the status of your relationship (i.e. consent is not automatic because you are dating or married);
 - g. Means that, when consent cannot be given or when it is withdrawn (such as by saying “no” or “stop”,) sexual activity must immediately stop.
7. Domestic Violence has no statutory definition in Virginia, however, Family Abuse is defined in Section 16.1-228 as any act involving violence, force, or threat that results in bodily injury or places one in reasonable apprehension of death, sexual assault, or bodily injury and that is committed by a person against such person's family or household member. Virginia also provides penalties under Section 18.2-57.2 for assault and battery against a family or household member.
 8. Dating Violence has no statutory definition in Virginia.
 9. Stalking is defined in Section 18.2-60.3 of the Code of Virginia, and means an individual who, on more than one occasion engages in conduct directed at another person with the intent to place, or when he knows or reasonably should know that the conduct places that other person in reasonable fear of death, criminal sexual assault, or bodily injury to that person or to that other person's family or household member. If the person contacts or follows or attempts to contact or follow the person at whom the conduct is directed after being given actual notice that the person does not want to be contacted or followed, such actions shall be prima facie evidence that the person intended to place that other person, or reasonably should have known that the other person, was placed, in reasonable fear of death, criminal sexual assault, or bodily injury to himself or a family or household member.

C. *Victim Assistance/Resources*. In matters of Sexual Violence/Sexual Assault, Domestic Violence, Dating Violence or Stalking, EVMS' first priority is to address the immediate needs of the victim. **If you are a victim of Sexual Violence/Sexual Assault, Domestic Violence, Dating Violence or Stalking (or you are helping a victim) you should:**

1. Go to a safe place and contact the Norfolk Police Department at 911 or EVMS Police & Public Safety; at 757-446-5199 and/or someone who can help you. This could be a friend, a relative, and/or anyone you can trust. Remember that even if you do not have a support system here, you are not alone and you can use our list of [Confidential Resources](#) to find someone who has experience with helping people who are victims. In addition, EVMS has established an MOU with the YWCA to provide confidential crisis intervention to help students and employees navigate their options and provide support. 24 hour rape crisis hotline services are available by calling 757.251.0144.
2. In the case of any type of Sexual Violence/Sexual Assault, you should obtain immediate medical attention. A doctor or nurse can also provide you information about the possibility of pregnancy and the risk of exposure to sexually transmitted diseases. You may also elect to have a P.E.R.K. (Physical Evidence Recovery Kit), a special medical exam given to individuals who have been sexually assaulted or other forensic exam to collect forensic evidence. This is especially important to assist in providing evidence about a criminal offense. Therefore, it is imperative that you do not shower, drink, eat, douche, urinate or change your clothes before the exam. If you must urinate, try to capture the urine in a plastic or glass cup for evidence testing. If you must change clothes, put the items in separate paper bags, again to be used in evidence testing. Do not use plastic bags; they contaminate evidence. If the assault occurred in your residence, try not to disturb the scene. PLEASE NOTE: That while the preservation of evidence may assist in proving that a crime occurred, it is essential that you receive medical attention, whether or not you plan to report the crime to police. You may have received injuries of which you are not aware. If you suspect that you may have been given a rape drug (such as Rohypnol, GHB, Ketamine or Valium), ask the hospital or clinic to take a urine sample as soon as possible. These drugs quickly pass through the body once ingested. As soon as you have a quiet moment, write down everything that you remember happening during the sexual assault, including a description of the assailant and any weapons used. More information about P.E.R.K. exams can be found [here](#).

3. Talk with a counselor or victim advocate who is trained to assist victims with the emotional, physical and legal impact of Sexual Violence/Sexual Assault, Domestic Violence, Dating Violence or Stalking. EVMS does not have any on-campus services, but has affiliated with the YWCA South Hampton Roads Crisis Services 24-hour hotline: 757.251.0144. Students may also use EVMS Student Mental Health Services: 757-446-5888 (M-F, 8am to 6pm). EVMS also maintains a list of [Confidential Resources](#) to help individuals obtain counseling, shelter and other information and assistance.
4. If you do not file a police report concurrent with receiving medical attention, or for matters that may not require medical attention (i.e. Stalking) you should strongly consider reporting the incident to local police and/or consider filing a protective order. More information about filing protective orders in Virginia can be found [here](#). There is no time limit for reporting or prosecuting a sexual assault, but the length of time that passes between the assault and the report can affect the strength of the case. If you desire, an officer at EVMS Police and Public Safety, 757-446-5911 will help you report a sexual assault as further detailed in Section V(D) below.

D. *Involvement of Law Enforcement.*

1. If you are a victim of Sexual Violence/Sexual Assault, Domestic Violence, Dating Violence or Stalking you have several options for reporting this matter to EVMS and/or other law enforcement officials:
 - i. Notify law enforcement authorities/file criminal charges on your own by contacting the local police department where the offense occurred. Contact information for police in the Hampton Roads area can be found on the Contact Quick Reference Sheet at the front of this Report and on the EVMS Police and Public Safety website.
 - ii. Notify EVMS Police and/or request assistance from EVMS Police in notifying/filing criminal charges with other law enforcement officials. EVMS Police will always comply with a student's request for assistance in notifying authorities and can also assist with helping you obtain a protective/restraining order, if you so desire, and/or assisting with the

enforcement of a protective/restraining order, no contact order or similar lawful orders issued by a court or by EVMS (in the Title IX process). If you obtain a protective/restraining, no contact or similar lawful order please bring a copy to the EVMS Police office at: 700 W. Olney Rd., Lewis Hall, Norfolk, VA 23507.

- iii. Choose not to notify law enforcement authorities. Note: If you choose not to or are unable to report the matter to law enforcement, you still have the right to file a Title IX Complaint against the perpetrator within one year of the incident if the perpetrator was a member of the EVMS community (faculty, staff, student, vendor etc.). If you do not want to file a Title IX Complaint or do not want to be identified as a reporter, you can make an anonymous report by using the EVMS [Ethics and Compliance hotline](#): or 1-800-461-9330. This hotline is manned by a 3rd party vendor and not by anyone from EVMS.

E. *EVMS Response to Reports of Sexual Violence*

1. Institutional Proceedings. In all allegations of Sexual Misconduct, including allegations of Sexual Violence/Sexual Assault, Domestic Violence, Dating Violence or Stalking, the [Title IX Complaint Process](#) shall apply to ensure that non-criminal proceedings will be prompt, fair, and impartial and that individuals will be protected from retaliation in accordance with EVMS policy. Both the accuser and the accused shall be advised that they have the same rights/opportunities under this process, advised of any informal resolution options available, and that both parties will be notified of the outcome of any investigation and any sanctions imposed. All institutional proceedings shall be conducted by individuals who at a minimum, receive annual training on the issues related to dating violence, domestic violence, sexual assault, and stalking and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.
2. Victim Notifications. Upon any report that a student or employee has been a victim of dating violence, domestic violence, sexual assault or stalking, whether such offense occurred on or off campus and regardless of whether the victim

choose to report the crime to campus police or law enforcement, victims will be provided with written notifications of their rights and options.

3. Confidentiality.

- i. All members of EVMS Police and Public Safety are Responsible Employees as defined under Title IX of the Education Amendments of 1972 and must notify a Title IX Coordinator when they learn about any allegations of Sexual Misconduct, including Sexual Violence/Sexual Assault, Domestic Violence, Dating Violence or Stalking involving an EVMS student or employee, even if the victim does not wish to press criminal charges. In addition, there may be times when allegations of Sexual Violence/Sexual Assault, Domestic Violence, Dating Violence or Stalking, could pose a risk to the EVMS campus and must be discussed with the EVMS threat assessment team known as SMART or Norfolk Police. As such, while all reports involving Sexual Misconduct will be handled in such a manner as to try and protect the privacy of all parties involved, because of the duty to notify others in order to protect the EVMS campus, EVMS Police and Public Safety cannot promise any victim complete confidentiality/anonymity. More information about Confidentiality when you make a report about Sexual Misconduct can be found [here](#).
- ii. Any Sexual Violence/Sexual Assault, Domestic Violence, Dating Violence, or Stalking that is reported to EVMS Police and Public Safety and that, pursuant to the Clery Act, must be made publicly available will not include personally identifying information about the victim.
- iii. Any accommodations or protective measures provided to the victim will be confidential provided that maintaining such confidentiality, in the opinion of the EVMS Chief of Police and Title IX Coordinator, would not impair the ability of EVMS to provide such accommodations or protective measures.

4. Sexual Violence Review Committee.

- i. In accordance with Virginia law, whenever the Institutional Title IX Coordinator is notified by a Responsible Employee of an actual or alleged act of sexual violence against an EVMS student or employee (regardless of whether it occurs on or off the EVMS campus), the institutional Title IX

Coordinator must convene the Sexual Violence Review Committee, which consists of the EVMS Institutional Coordinator, the EVMS Chief of Police or designee, and the Associate Dean for Student Affairs or designee. Note that a Responsible Employee does not need to make a report to the Institutional Title IX Coordinator if the alleged incident occurred off campus and the Responsible Employee has actual knowledge that the incident has already been reported to the Institutional Title IX Coordinator, or to the Commonwealth's Attorney or to the law-enforcement agency responsible for investigating the allegations (i.e. providing a copy of the policy report, email to the Title IX Coordinator or Commonwealth's Attorney, etc.).

- ii. The Sexual Violence Review Committee will, within 72 hours of notice by the Institutional Title IX Coordinator, meet, discuss the particulars of the sexual violence report, and assess the risk to the victim (and/or others on the EVMS Campus).
- iii. The Sexual Violence Review Committee shall have all the powers of the threat assessment teams as set forth in § 23.1-805 of the Code of Virginia and may obtain criminal history and health record information as necessary in order to make determination about risk to the EVMS Community.
- iv. If the risk rises to the level of being a health or safety emergency, as defined by the Family Educational Rights and Privacy Act (FERPA), or if the Sexual Violence Review Committee cannot reach an agreement about the level of risk, the allegations will be disclosed to the law enforcement agency that would be responsible for investigation of the allegations (unless such agency is located outside of the United States). Upon such disclosure, the institutional Title IX Coordinator, or designee, shall notify the victim that the disclosure was made.
- v. In cases in which the alleged act of sexual violence would constitute a felony violation of Article 7 (§ 18.2-61 et seq.) of Chapter 4 of Title 18.2, the EVMS Chief of Police or designee shall inform the other members of the review committee and shall, within 24 hours, consult with the attorney for the Commonwealth or other prosecutor responsible for prosecuting the alleged

act of sexual violence and provide to such person the information received by the review committee without disclosing personally identifiable information, unless such information was disclosed to law enforcement as above. In the event that personally identifiable information is disclosed to the Commonwealth's Attorney or other prosecutor, the Institutional Title IX Coordinator, or designee, shall notify the victim that the disclosure was made.

- vi. In addition to the procedures listed above, SMART, EVMS Police & Public Safety and the Institutional Title IX Coordinator will continue to investigate to take action on the matter as it relates to their responsibilities under EVMS Policy, Title IX and/or any other state or federal laws.
5. Interim Measures. EVMS, without further investigation or inquiry, can, upon request from the victim to one of the institution's [Title IX Coordinators](#), or upon judgment of the Institutional Title IX Coordinator, take whatever immediate interim measures that it deems necessary to protect a victim of Sexual Violence/Sexual Assault, Domestic Violence, Dating Violence or Stalking from harm or retaliation. Examples of interim measures include providing support services, class schedule modification, changing academics, employment, or living situations, directing the issuance of a no contact order, enforcement of court protective orders, providing a police escort or increasing EVMS Police presence, or any other measures that EVMS deems appropriate for the circumstances. In addition, EVMS is obligated to comply with a student's reasonable request for a living and/or academic situation change following an alleged sex offense. Such protective measures shall be maintained as confidential and shall only be shared with other individuals on a need-to-know-basis.
 6. Preliminary Inquiry. All reports of Sexual Violence/Sexual Assault, Domestic Violence, Dating Violence or Stalking against an EVMS student or employee will be investigated by appropriately trained investigators, including those alleged offenses that occur at an EVMS sponsored social or educational event (including educational rotations), those that occur at EVMS housing, and/or those that are reported anonymously. Within 5 days of being notified of report, the

appropriate Coordinator (Senior Deputy Title IX Coordinator for Students, Senior Deputy Title IX Coordinator for Employees, or the Institutional Title IX Coordinator) or designee (e.g. an EVMS Police investigator), the Coordinator shall begin a preliminary inquiry into the allegations and determine what actions need to be taken. Such inquiry shall include, but not be limited to (i) Reviewing the Allegation(s) and supporting evidence; (ii) Notifying the Responding Party, if such party is not already aware of the Allegations; (iii) Reviewing similar incidences, behavior, recent reports, and/or similar information gathered by the EVMS Safety Management and Risk Assessment Team (SMART); and (iv) Determining whether a pattern or trend exists.

At the conclusion of the preliminary inquiry, the Coordinator shall make one of the following determinations (i) A comprehensive formal investigation is warranted in order to determine the facts of the matter, whether a violation of policy exists what corrective action is necessary and/or to take formal disciplinary action against a Responding Party; or (ii) There was sufficient evidence to determine and require corrective action or Administrative Communication, as outlined in informal resolution options; or (iii) No further action is warranted because corrective action is already in progress, the matter is currently under investigation in another department; or the Reporting Party made an anonymous Report and there is not enough information to conduct a formal investigation, take corrective action, or otherwise resolved the report.

7. Formal Investigation. If the Preliminary Inquiry requires a formal investigation, the following steps shall be taken:
 - i. *Meeting with Reporting Party.* Within 5 business days of the completion of a preliminary inquiry, Coordinator shall reach out to the reporting party to discuss the allegations and/or any findings from the preliminary inquiry and next steps. The reporting party shall have the right to bring an advocate or advisor to all meetings in accordance with EVMS policies.
 - ii. *Meeting with Responding Party.* Within 7 business days of the meeting with the Reporting Party, the Coordinator shall reach out to the responding party and schedule a meeting to discuss the allegations and/or any findings from

the preliminary inquiry. The responding party shall have the right to bring an advocate or advisor to all meetings in accordance with EVMS policies.

- iii. *Investigative Plan.* The Coordinator or designated investigator shall conduct an impartial investigation into the allegations to determine the facts of what occurred. The specific method of investigation will vary based on the nature of the allegations and the Coordinator or investigator shall make the Institutional Title IX Coordinator aware of the investigative plan. The Coordinator may delegate, or jointly conduct interviews with the Senior Deputy Title IX Coordinator for Students or designee, the Senior Deputy Title IX Coordinator for Human Resources or designee, EVMS Medical Group, or the Institutional Title IX Coordinator or designee, based on the roles of the responding party or witnesses.
 - iv. *Cooperation with EVMS Police or Administrative Area.* If EVMS Police or an administrative area (i.e. Human Resources, Graduate Medical Education, Student Affairs) is or will be conducting an investigation, the Coordinator shall work cooperatively with such area with the goal of conducting a thorough investigation while reducing repetitive trauma for all parties. Note that the outcome of any criminal investigation with the EVMS Police, including the determination that not enough evidence exists to pursue a criminal action, shall in no way alleviate the responsibility of the Coordinator to complete his or her investigation. However, at the request of the EVMS Police, the investigation may be temporarily delayed while evidence is being gathered and the investigator shall resume the investigation as soon as such evidence gathering is complete.
 - v. *Timeframes.* The Coordinator shall ensure that, unless extenuating circumstances exist, the formal investigation is completed, and the investigative report issued within 45 days of the meeting with the responding party. Any delay of the investigation beyond such period shall be reported to the Institutional Title IX Coordinator.
8. Disciplinary Action. The procedures for disciplinary action where, based on a preponderance of evidence (just over 50%), reasonable cause exists to believe

that a violation of EVMS policy prohibiting dating violence domestic violence, sexual assault or stalking has occurred shall be as follows:

- i. The Coordinator who received the complaint and/or conducted the investigation will notify the complainant/victim and the guilty party of such outcome in writing.
- ii. Findings will be sent to the following individuals for action, based on the status of the guilty party:
 - (a) Students: The Associate Dean of Students shall receive the report and, based on the nature and severity of the violation, take disciplinary action in accordance with the Student Handbook. Actions include one or more of the following: research or reflection papers, participation in educational meetings, classes, assessments, modules or workshops; community service; permanent no contact order, restriction or exclusion from EVMS premises or activities; monitoring by student affairs; recommendation to the student's educational program that the guilty party be placed on probation indefinitely or dismissed from the program. Note that, in accordance with the Code of Virginia, any student who is suspended or dismissed as a result of a Violation with regard to sexual violence will have a prominent notation indicating same placed on their transcript.
 - (b) Faculty: The Director of Human Resources and the Vice Dean for Faculty Affairs and Professional Development shall receive the report and take disciplinary action in accordance with the EVMS Faculty handbook and/or Human Resources Policies. Actions include verbal or written warning, probation, or termination from employment.
 - (c) Residents: The Director of Human Resources and the Vice Dean for Graduate Medical Education shall receive the report and take disciplinary action in accordance with the EVMS Graduate Medical Education polices and/or Human Resources Policies. Actions include verbal or written warning, probation or termination from the Graduate Medical Education program or withdrawal of offers of future employment by EVMS.

- (d) Staff: The Director of Human Resources shall receive the report and take disciplinary action in accordance with EVMS Human Resources Policies. Actions include verbal or written warning, probation, or termination from employment.
 - (e) Patients: EVMS Medical Group shall receive the report and take action in accordance with EVMS Medical Group Policies. Actions include warning or termination of patient relationship.
 - (f) Visitors/Vendors: The Institutional Title IX Coordinator shall work with the applicable department to take appropriate action. Actions include warning or termination of visitor privileges or vendor relationship.
- iii. In all cases, action may also include banning from the EVMS campus, as may be deemed appropriate based on the nature and severity of the violation and the remedies available based on the status of the guilty party.
 - iv. In addition to any disciplinary action that may be taken, the Title IX Coordinator may impose sanctions on the guilty party such as completion of mandatory harassment or other trainings, no- contact notices, trespass notices, or other protective measures and/or other sanctions as may be appropriate based on the nature and severity of the violation.
 - v. Both the reporting and responding party shall be notified, simultaneously, in writing of the result of any disciplinary action/sanctions taken and the Coordinator shall also make best efforts to meet with each party to discuss the findings and action taken.

VI. PROGRAMS FOR PREVENTING MISCONDUCT

EVMS provides programs, in the form of new student and employee orientation and annual employee training, on awareness and prevention of Sexual Violence/Sexual Assault, Domestic Violence, Dating Violence, or Stalking. EVMS also offers a Situational Awareness and Basic Self Defense Tactics class open to students, employees and surrounding community members. Training is developed and provided by both the EVMS Police and Public Safety and Institutional Title IX Coordinator offices and includes the definition of Sexual Misconduct, including Sexual Violence/Sexual Assault, Domestic Violence, Dating Violence and Stalking and that such acts are prohibited by EVMS; the definition of consent,

options for bystander intervention and information on risk reduction. Such information is also available on the EVMS website and is highlighted from time to time in compliance or other awareness campaigns. In addition, EVMS Police offers crime prevention education as more fully described in Section VII(E) below. EVMS has also partnered with the YWCA to provide confidential crisis intervention, counseling, information and referral services to EVMS students and employees affected by interpersonal violence (sexual violence, domestic violence, dating violence and stalking) as well as to provide on-going assistance to the development and delivery of culturally relevant prevention programs and training.

VII. CRIME PREVENTION

The EVMS Police and Public Safety Department is proactive about crime prevention. In addition to providing information about personal safety at student and employee orientations, the EVMS Police and Public Safety Department stresses crime prevention through:

A. Facility/Environmental Security. Much of the EVMS campus is open to the public. EVMS students and staff are required to have their ID badges visible at all times. Visitors to buildings must check-in with the EVMS Police and Public Safety Department at entrance points and vehicular traffic is strictly controlled with visitor parking allowed only in designated areas. All academic and administrative buildings are locked after normal working hours and access may only be gained through use of the ID badges. EVMS also has a CPTED (Crime Prevention through Environmental Design) trained police officer within the Police and Public Safety Department. The principles of CPTED involve strengthening structures by mechanical materials and technological equipment and increasing security through environmental design. Examples would be controlling access through the use of walkways and landscaping, sufficient lighting and ensuring that buildings are properly maintained. The EVMS Department of Physical Facilities maintains the school buildings and grounds with a concern for safety and security. Inspections of campus facilities are conducted regularly, and repairs are made as quickly as possible. EVMS Campus Housing are considered non-residence hall apartments that are maintained by Physical Facilities and patrolled by EVMS Police and Public Safety. All tenants in EVMS Campus Housing are issued keys to their apartment and locks are rekeyed when new tenants take possession. All members of the campus community are encouraged to report potential safety and

security hazards, such as broken locks and windows, by calling Physical Facilities at 757-446-5874 or EVMS Police and Public Safety at 757-446-5199.

B. Patrol/Visibility. EVMS Police and Public Safety Officers patrol the campus buildings, grounds and parking areas in vehicles, on bicycles and on foot. In addition to watching for potential criminal activity, officers on patrol look for potential public-safety issues such as defective lighting, malfunctioning doors and locks, broken steps or handrails, open or broken windows, and any other conditions that may pose a hazard or security risk. Reminders of the police and public safety presence can be seen through internal and external signage that provides the number for reporting suspicious activity or for requesting assistance. The EVMS Police and Public Safety presence is also felt through the use of clearly marked EVMS Police and Public Safety vehicles that also display the contact numbers for the EVMS Police Department and the “911” number for contacting the local city police.

C. Information. EVMS participates in several information-sharing committees in the Hampton Roads Area such as HRCOPS (Hampton Roads Chiefs of Police); HRCLWG (Hampton Roads Campus Law Working Group) and the VACLEA (Virginia Association of Campus Law Enforcement Administrators). Virginia State Police information on registered sex offenders can be found on the [Virginia State Police Sex Offender and Crimes Against Minors Registry](#).

D. Safety Services.

1. **Rave Guardian.** EVMS offers the Rave Guardian safety feature at no charge to you. Rave Guardian transforms your mobile phone into a personal alarm beacon that allows EVMS Police to respond more quickly when you need help (more information is available on [Rave](#) and [EVMS Campus Safety & Alerts](#)).
2. **Shuttle Transportation Service.** A free campus shuttle service is available for EVMS students and employees of EVMS, Sentara Norfolk General Hospital, and Children’s Hospital of The King’s Daughters. The shuttle service operates from 6:00 a.m. until midnight and provides safe transportation throughout the campus and is also available on-call by calling 446-5618. Those who choose not to use the shuttle service should consider registering with Rave Guardian.

E. Education. Officers staff a table at various functions during the academic year to provide information on how students and employees can be responsible for their own security and the security of others as well as awareness of dating violence, domestic violence, sexual assault, stalking, and victim rights. Officers provide bicycle registration and locking recommendations, shuttle information, Rave Guardian access, marking and registering valuables, and overall recommendations on how to increase safety and reduce the chances of being victimized. EVMS Police offers a Situational Awareness and Basic Self Defense Tactics class to students, employees and surrounding community members. The EVMS Police Chief attends the monthly Student Hour meetings and the Student Government Association meetings. During these meetings, reminders are issued regarding when/how to report suspicious situations. Additionally, Public Safety officers are assigned to stationary posts throughout the campus to provide assistance, information and tips to students and employees as necessary. Police & Public Safety services to the campus are available 24/7 by contacting EVMS Police and Public Safety Department at 757-446-5199.

F. SMART. EVMS has created a threat assessment team to proactively assess, monitor, and initiate responses to remediate potential threats to the safety and well-being of all members of the EVMS Community. The Safety Management and Assessment Response Team (SMART) investigates incidents and behaviors of individuals and/or groups by collecting and assessing information from multiple sources to determine potential threats and developing and implementing appropriate remediation strategies. SMART is comprised of representatives from the Office of Legal Counsel, Human Resources, Office of Student Affairs, Risk Management, Health Group, and Police and Public Safety. Additional ad hoc members can be brought in as subject matter experts for specific cases. The team meets once a month to review ongoing and new cases. In addition, the Team Leader can convene the team on an as needed basis, whenever a moderate or high risk report is identified.

VIII. EMERGENCY RESPONSE AND EVACUATION PROCEDURES

In addition to being prepared for crime, EVMS is prepared for a significant emergency or dangerous situation on campus involving an immediate threat to the health and safety of students or employees, which may also require an emergency evacuation. Virginia's geographical diversity, from mountains to shoreline, means that the state is open to a wide

variety of natural disasters, such as floods, hurricanes, or tornados, that can be severe or even life threatening. There are also a number of man-made disasters such as fire, bomb threats, terrorism, utility outages, chemical spills and workplace violence that can give rise to an emergency situation. The EVMS Emergency Management/Fire Safety Specialist is responsible for confirming any significant emergency or dangerous situation. Upon such confirmation, the Emergency Management/Fire Safety Specialist and/or the Chief of Police or his designee will without delay, take into account the safety of the community, determine the content and initiate the notification system, as described in Section IX., unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. EVMS officials shall also determine the appropriate segments of the campus and/or community at large that should receive notification and the content of such notification in accordance with EVMS policy. EVMS shall test its emergency response and evacuation procedures no less than once per year and document any such tests. Tests may be announced or unannounced and the Emergency Response Plan shall be publicized in conjunction with at least one such test per calendar year.

IX. TIMELY WARNING/EMERGENCY NOTIFICATION SYSTEM

EVMS Chief of Police or his designee, Emergency Management/Fire Safety Specialist, or the Vice President of Financial Affairs or his designee delivers timely warnings to students and employees. Timely warning are issued to alert the campus community of Clery Act crimes and on-going threats to the campus community. An emergency notification is issued for an immediate or impending threat that would cause a significant emergency. Emergency notifications and timely warnings are issued via the RAVE Alert campus emergency notification system. Rave Alert delivers messages to your mobile phone and email address in the event of an emergency. Students and employees are automatically enrolled in the Rave Alert system using the mobile phone number provided at the time of matriculation or hire. By logging into [GETRAVE](#), EVMS Rave Alert subscribers are able to manage emergency notification services in one online location, change or add contact information for the mobile alert system, and create a Rave Guardian Profile. While the Rave Alert system is offered free to registrants, they are responsible for any private carrier costs related to their mode of alert delivery such as per text messaging fees. If you wish to opt

out of the EVMS Rave Alert system, please login to your EVMS Rave Alert account. Please note that you cannot opt out of receiving alerts to your EVMS email account. Questions about Rave Alert and Rave Guardian should be directed to Telecommunications at: telehelp@evms.edu 757-446-5217.

X. MISSING COMMUNITY MEMBER

A. General Procedures. If a member of the Eastern Virginia Medical School community has reason to believe that a student or employee is missing, they should contact the EVMS Police and Public Safety Department at 757-446-5199 immediately. When making a report, provide as much information as possible regarding the missing person including: a physical description; what they were wearing when last seen; where they were last seen; what physical condition they were in when last seen; if they were driving or had a vehicle and its description; and whom they were with. In addition, report any information you are aware of related to medical or other special conditions. All possible efforts will be made to locate the individual in collaboration with local law enforcement, Student Affairs (student), Human Resources (employee) and other resources as available. Concurrently, EVMS officials will endeavor to determine the student/employee whereabouts through contact with friends and associates. EVMS Police and Public Safety will immediately notify, or follow-up with (if a report was already filed), appropriate law enforcement agencies on the status of the missing person.

B. Students Residing at EVMS Campus Housing. If a member of the Eastern Virginia Medical School community has reason to believe, or has received a report, that a student who resides at EVMS Campus Housing has been missing for 24 hours or more, they must contact the EVMS Police and Public Safety Department at 757-446-5199 immediately. EVMS will notify the City of Norfolk police department within 24 hours of the determination that a student is missing. Students who live at Hague Club Apartments may also voluntarily designate one or more contact persons who shall be notified within 24 hours of the determination that the student is missing. Information about the contact person(s) is confidential and only accessible to authorized EVMS officials, except that the contact information may be disclosed to law enforcement in furtherance of a missing person investigation. If a student is under the age of eighteen and not emancipated, EVMS

shall notify a custodial parent or guardian within 24 hours of the determination that the student is missing.

X. ALCOHOL AND DRUG POLICY

EVMS abides by Virginia law, which prohibits the possession, distribution, and consumption of alcoholic beverages by persons less than twenty-one (21) years of age and the possession and distribution of illegal drugs. In addition, EVMS maintains a drug and alcohol prevention program in accordance with the Drug Free Workplace Act of 1988 and the Drug Free Schools and Communities Act of 1989. The program is outlined in the [Drug and Alcohol Abuse Prevention Policy](#), which is distributed to students and employees annually and outlines prohibited conduct, reporting requirements, legal and disciplinary sanctions (including Federal and State sanctions), and health risks, as they relate to the unlawful possession, use or distribution of alcohol and illegal drugs, as well as programs and resources to help individuals who may have a substance abuse problem.

XI. CRIME STATISTICS

Collection and Distribution. The Chief of Police at Eastern Virginia Medical School is responsible for the collection of crime statistics from campus police and local police agencies for compilation and dissemination to the campus as part of the Annual Security Report. The report contains crime statistics for the three most recent calendar years and is provided to students and employees by October 1 of each year via electronic mail with one-click hyperlinks to the Report on the Eastern Virginia Medical School, Police and Public Safety [webpage](#). A hard copy of the Report is available at the Police and Public Safety Department upon request. The crime statistics are also submitted to the U.S. Department of Education annually.

A. Statistics. *(Note: See next page)*

Eastern Virginia Medical School
2019 Annual Security/Fire Safety Report

Criminal Offense	Year	On-Campus	Residential Facilities On-Campus	Non-Campus	Public Property	Total
Murder/Non Negligent Manslaughter	2018	0	0	0	0	0
	2017	0	0	0	0	0
	2016	0	0	0	0	0
Manslaughter by Negligence	2018	0	0	0	0	0
	2017	0	0	0	0	0
	2016	0	0	0	0	0
Sex Offenses - Rape/Sodomy	2018	1	0	0	0	1
	2017	1	0	0	0	1
	2016	0	0	0	0	0
Sex Offenses - Fondling	2018	0	0	0	0	0
	2017	0	0	0	0	0
	2016	0	0	0	0	0
Sex Offenses - Incest	2018	0	0	0	0	0
	2017	0	0	0	0	0
	2016	0	0	0	0	0
Sex Offenses - Statutory Rape	2018	0	0	0	0	0
	2017	0	0	0	0	0
	2016	0	0	0	0	0
Robbery	2018	0	0	0	0	0
	2017	0	0	0	2	2
	2016	0	0	0	1	1
Aggravated Assault	2018	1	0	0	0	1
	2017	1	0	0	0	1
	2016	1	0	0	0	1
Burglary	2018	0	0	0	0	0
	2017	3	0	0	0	3
	2016	1	0	0	0	1
Motor Vehicle Theft	2018	2	0	0	0	2
	2017	0	0	0	0	0
	2016	2	0	0	1	3
Arson	2018	0	0	0	0	0
	2017	0	0	0	0	0
	2016	0	0	0	0	0

Arrests	Year	On-Campus	Residential Facilities On-Campus	Non-Campus	Public Property	Total
Liquor Law Arrests	2018	0	0	0	0	0
	2017	2	0	0	0	2
	2016	0	0	0	0	0
Drug Law Arrests	2018	3	0	0	1	4
	2017	4	0	0	2	6
	2016	2	0	0	3	5
Weapons Law Arrests	2018	5	0	0	0	5
	2017	6	0	0	0	6
	2016	3	0	0	0	3

Eastern Virginia Medical School
2019 Annual Security/Fire Safety Report

Referred for Disciplinary Action	Year	On-Campus	Residential Facilities On-Campus	Non-Campus	Public Property	Total
Liquor Law Violations Referred for Disciplinary Action	2018	0	0	0	0	0
	2017	0	0	0	0	0
	2016	0	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	2018	0	0	0	0	0
	2017	0	0	0	0	0
	2016	0	0	0	0	0
Weapons Law Violations Referred for Disciplinary Action	2018	0	0	0	0	0
	2017	0	0	0	0	0
	2016	0	0	0	0	0

VAWA Offense (Crimes Not Reported By Hierarchy)	Year	On-Campus	Residential Facilities On-Campus	Non-Campus	Public Property	Total
Domestic Violence	2018	6	0	0	0	6
	2017	1	0	0	1	2
	2016	4	0	0	0	4
Dating Violence	2018	0	0	0	0	0
	2017	2	0	0	0	2
	2016	0	0	0	0	0
Stalking	2018	2	1	0	0	2
	2017	0	0	0	0	0
	2016	0	0	0	0	0

Hate Crime Reporting:

The following are bias categories of hate crimes: Race, Religion, Sexual Orientation, Gender, Gender Identity, Ethnicity, National Origin, and Disability.

2018 - No hate crimes reported.

2017 - One on-campus Intimidation incident characterized by sexual orientation bias.

2016 - No hate crimes reported.

Unfounded - There were no unfounded crimes in 2018, 2017 and 2016.

The Higher-Education Opportunity Act, enacted on August 14, 2008 requires institutions that maintain on-campus student housing facilities to publish an annual fire safety report that contains information about campus fire safety practices and standards of the institution.

2018 Fire Statistics for On-Campus Student Housing Facility

Location of On-Campus Student Housing:

Hague Club Apartments, 604A Fairfax Avenue, Norfolk, VA 23507-2069

<i>Number of Fires in On-Campus Housing:</i>	<i>Zero</i>
<i>Cause of Each Fire:</i>	<i>N/A</i>
<i>Number of Fire Related Deaths:</i>	<i>Zero</i>
<i>Number of Fire Related Injuries:</i>	<i>Zero</i>
<i>Total Property Damage for Year:</i>	<i>N/A</i>

This information is provided as a result of both on campus reporting kept by the EVMS Police and Public Safety Department and a query of the City of Norfolk Fire Department which is the primary agency for fire and EMS coverage on campus.

Description of On-Campus Housing:

EVMS Campus Housing are garden style apartments built in the mid 1980s. The units are Class 5 (wood frame) three stories in height. Each unit consists of six individual apartments (one and two bedroom styles). They currently house 81 residents.

Description of On-Campus Student Housing Fire Safety Systems:

Each unit has one working smoke detector which is hard wired to the housing electrical circuit. Each unit also has an ABC type portable fire extinguisher. Fire drills are not conducted at EVMS Campus Housing, a non-residence hall, privately rented apartment facility.

There were zero fire drills conducted in 2018 at Hague Club Apartments.

Reporting a Fire:

In order to report a fire, the occupant or witness must call 911. The 911 system is also monitored by EVMS Police and Public Safety who also responds. All fires should be reported to the EVMS Police and Public Safety Department as well.

Fire Evacuation Procedures:

1. Close the door when leaving to prevent fire and smoke from spreading
2. Proceed quietly to your exit route and out of the nearest exit door
3. Walk swiftly, DO NOT RUN OR PUSH
4. After leaving the building, move to the front of the building or further away if necessary
5. Do not return to the building FOR ANY REASON until all clear is given by staff

Procedures on portable appliances, smoking, open flames and other prohibited items:

The Campus at EVMS has current procedures in effect which prohibit the use of all tobacco products anywhere on campus. Aggressive enforcement of this procedure is monitored by the EVMS Department of Police and Public Safety, supervisors and staff members.

Open flames or burning is not allowed as per city ordinance.

Cooking is allowed within the apartments on a range. Cooking on grills is allowed on the first floor area only and must be done 10 feet away from all combustible building components. Propane tanks used for cooking shall not be stored inside the residence.

Only commercial grade appliances are authorized for use on the main campus. All appliances used within the campus housing apartments must be UL listed and approved for the intended uses only.

Education and Training Programs/Plans for Future Improvements in Fire Safety:

During the last twelve months (October 1, 2018 – September 31, 2019) students and staff personnel have been trained in proper use of a fire extinguisher.

Students and staff have and will continue to be trained in and participate in evacuation drills which will emphasize early alerting, proper notification, self-evacuation, and a meeting place for all students. Main component of this evacuation drill will test accountability of students and staff.

A fire and life safety inspection will be conducted by the on-campus Emergency Management/Fire Safety Specialist to identify all potential hazards. All hazards will be prioritized and mitigated immediately. An inspection report will be kept on record by the on campus Emergency Management/Fire Safety Specialist.