

Saint Francis Medical Center College of Nursing

Peoria, Illinois

Combined Annual Security Report & Fire Safety Report

2025 Calendar Year

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Important Phone Numbers

Dial 9 before the desired number to access an outside line from the College.

Emergency: *Police, Fire, Ambulance*	911 (off campus) 9-911 (on campus)
OSF Saint Francis Medical Center Security	(309) 655-2131 (non-emergency) 5-3333 (on campus emergency)
OSF Saint Francis Medical Center Non-emergency	(309) 655-2000
Peoria Police	(309) 673-4521
Peoria County Sheriff	(309) 672-6011
Peoria Fire Department	(309) 674-3131
Advanced Medical Transport (AMT)	(309) 494-6200
Saint Francis Medical Center College of Nursing	
College Support Representative (CSR), Ground Floor (309) 655-6363	(309) 655-2217
Administration	(309) 655-7353
Student Health Nurse	(309) 655-2221
Counselor	(309) 655-7100
Suicide Prevention & Crisis Intervention Hotline	(800) 273-TALK (8255)
Human Services Center 1200 Hamilton, Peoria, 61605	(309) 671-8084
Illinois Institute for Addiction Recovery, Unity Point Health, Proctor 5409 North Knoxville Avenue, Peoria, 61614	(309) 691-1055
Antioch Group 6615 North Big Hollow Road, Peoria, 61615	(309) 692-6622
Chapin & Russell Associates 3020 West Willow Knolls Drive, Peoria, 61614	(309) 218-1800

Joy Miller & Associates (309) 693-8200
7617 North Villa Wood Lane, Peoria, 61614

Women's Strength/Rape Crisis Line (309) 691-4111

Center for Prevention of Abuse (309) 691-0551
For more information, visit: www.womenshealth.gov

Centers for Disease Control and Prevention 1-800-CDC-INFO
National Center for Chronic Disease Prevention and Health Promotion
Office on Smoking and Health
E-mail: tobaccoinfo@cdc.gov
For more information: www.justice.gov/dea or www.samhsa.gov
Drugs of Abuse (2011): www.dea.gov

OSF SFMC Employee Assistance Program 1-800-433-7916

SAINT FRANCIS MEDICAL CENTER COLLEGE OF NURSING 2025 COMBINED ANNUAL SECURITY REPORT & FIRE SAFETY REPORT

INTRODUCTION

Saint Francis Medical Center College of Nursing is committed to the safety of all students, faculty, staff, and visitors. In accordance with the Student Right to Know and Campus Security Act of 1990 and its 1997 revisions, Saint Francis Medical Center College of Nursing (SFMC CON) is required to publish and distribute an annual report of Campus Crime Statistics and Security policies to all students, faculty, staff, prospective students and prospective employees.

In compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act ("Clery Act"), we tabulate and publish the "Campus Crime and Security Survey" which is required annually by the United States Department of Education by Section 485(a) and (f) of the Higher Education Act. This report provides students, faculty, staff, and visitors of Saint Francis Medical Center College of Nursing ("College") with information on: the College's security arrangements, policies and procedures; educational programs on such things as drug and alcohol abuse, awareness of various kinds of sex offenses, and the prevention of crime; and procedures the College will take to notify the campus community in the event of an emergency. The Clery Act also requires colleges to provide annual crime and fire statistics which are included in this report. Its purpose is to provide students, faculty, staff, and visitors with information that will help them make informed decisions relating to their own safety and the safety of others.

PREPARING THE ANNUAL REPORT

The Annual Security and Fire Report is prepared by Kevin Stephens and data obtained from OSF Saint Francis Medical Center (OSF SFMC) Security Department in conjunction with local law enforcement. Crime statistics include incidents on campus property, public property, and noncampus property within the defined Clery geography. Those crime statistics, as well as fire statistics, are contained in this report and can be found on the Department of Education website at http://www.ope.ed.gov/security. An email is sent to all students, faculty, and staff annually that notifies them of the availability of the report; and provides the website link to access this report at https://www.sfmccon.edu Hard copies are available upon request by contacting the College at (309) 655-7353.

SAFETY AND SECURITY POLICIES

Campus Security

Security is provided by the OSF Saint Francis Medical Center (OSF SFMC) Security Department. OSF Security can be reached at (309) 655-2131.

Please refer to the map on page 7 which shows the College, OSF Saint Francis Medical Center campus, and the surrounding areas which OSF Security patrols. Crime data and statistics are tracked by OSF Security (who communicates with law enforcement agencies), and that information is shared with the College.

Shuttle Service

A shuttle is available for your transportation from a hospital parking lot to the College campus by calling (309) 256-8108.

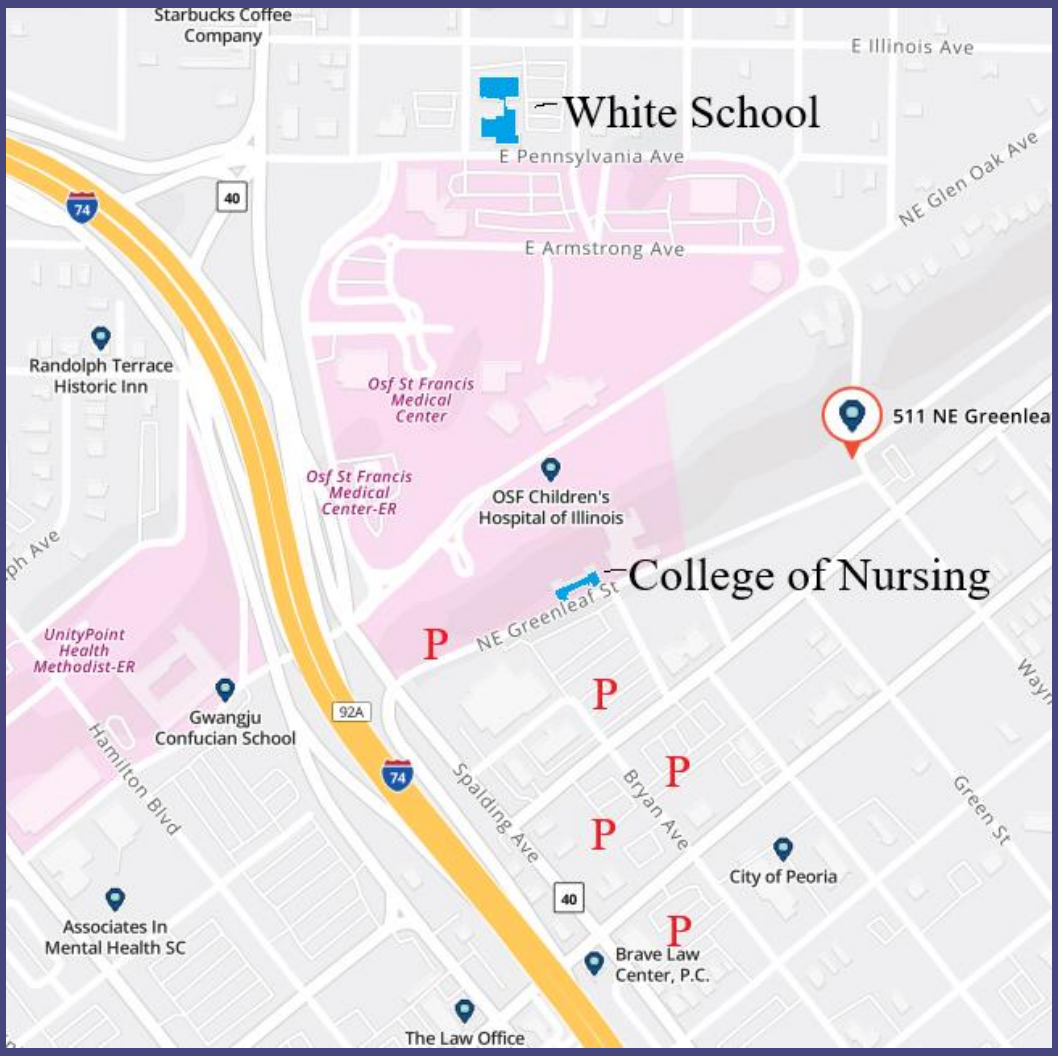
Security is available to assist with transportation needs after regular business hours, Monday-Friday from 8 a.m. to 4 p.m.

Motorist Assistance

The St. Francis Medical Center (SFMC) Security Department is available to students at Saint Francis Medical Center College of Nursing (SFMCCON) by calling (309) 655-2131.

Reporting Criminal Actions or Emergencies

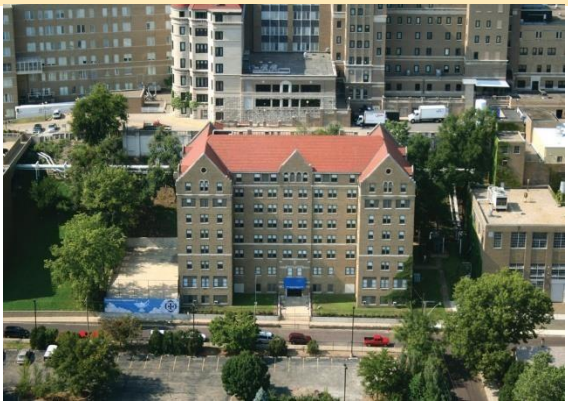
- Call OSF SFMC Security Department at (309) 655-2131.
- Security will respond promptly, usually within 5 minutes. Security personnel will call local law enforcement and will request the customer support representative (CSR) or resident assistant (RA) on duty / on call to notify appropriate College personnel.
- **911 should be called when urgent help is needed**. By dialing 911, immediate and direct access is given to local law enforcement, fire, and ambulance services.
- When appropriate, the College will publish information regarding any current danger or reported criminal activity.



CAMPUS MAP & PARKING

EMERGENCY PREPAREDNESS

Emergency Operations Plan



Pursuant to the Campus Security Enhancement Act of 2009 [P.A. 095-081], a plan was developed in order to provide a safe environment for students and employees of the College.

- Campus Threat Assessment Team (CTAT) works in conjunction with OSF SFMC Security Department to promote violence prevention strategies.
- Campus Violence Prevention Committee (CVPC) investigates existing policies and incorporates violence prevention strategies.

Hostile Intruder/Active Assailant/Active Shooter/Violent Incident Guidelines

In a hostile situation, or one that is perceived as threatening violence, it is recommended that you follow the guidelines below. ***This information is to help in a critical situation and does not cover every possible situation***:

- Stay calm and quiet.
- **Call 911**. If calling from an on campus phone dial 9-911.
- Leave the area quickly and orderly if safe to do so. Once outside of the building follow the direction of the emergency personnel.
- If unable to leave the area, lock yourself in the room you are currently in. If unable to lock the door, barricade door with available objects.
- Turn off all lights and equipment and stay to the side of the doorway.
- Stay out of the vision of the violent individual. If in one of the CON classrooms, place the magnetic window covering(s) over the door glass.
- When communicating with the police, be prepared to provide them with the following information: location, situation, involved parties, weapons involved, and your name.
- Do **not** stay in the hallway.
- Do not sound fire alarm. People will attempt to evacuate, and leave the safe rooms to go to the hallway.
- Stay away from the windows.
- Keep the windows locked and blinds or drapes pulled shut.

Warning Signs of a Potential Hostile Intruder

- Physically or verbally assaults others
- Threatens harm
- Talks about killing others
- Starts fights and confrontations
- Loses temper easily
- Constantly angry or agitated
- Swears
- Owns and carries weapons
- Uncontrollable behavior
- Withdrawn
- Isolates or ‘a loner
- Noticeable mood change
- Relationships conflicted
- Alcohol and/or Drug abuse

Sources:

United States Department of Education http://www.ed.gov
Bradley University Campus Safety http://explore.bradley.edu
Rudolph Mason College Campus Safety http://www.rmc.edu

Bomb Threat

If you receive a bomb threat by telephone, try to remain calm and get as much information as possible from the caller. Call Security ASAP! Write down exact words!

- Check for caller ID ASK:

- When will the bomb explode?
- Where is the bomb?
- What does the bomb look like?
- What kind of bomb is it?
- What will cause it to explode?
- Did you place the bomb?
- Why did you place the bomb?
- What is your name and address?

NOTICE:

- Voice – male or female
- Approximate age
- Voice patterns, accents, distinctive voice sound • Tone or attitude of voice
- Does it sound recorded?
- Were there background noises or clues about location?

Any items left in the College such as backpacks or purses are subject to search. Be prepared to assist law enforcement with the search of the building.

If the threat came in a form other than a call such as a note:

- Notify Security immediately
- Report the time, location and content of the threat message as well as your location and phone number
- Stay on the line until you are told to hang up

IF YOU ARE TOLD TO EVACUATE, TAKE THE NOTE WITH YOU

Weapons Possession

The use, possession, or carrying of firearms, explosives, or other dangerous weapons is not permitted. The only exception is for authorized law enforcement officers or other persons specifically authorized by SFMCCON or OSF SFMC. Violation of this policy constitutes misconduct which is subject to disciplinary action including dismissal.

Violent Individual

A violent individual is one who is actively engaged in killing or attempting to kill or harm people in a confined and populated area, typically through the use of intimidation, physical harm & firearms.

Characteristics of a Violent Situation*:*

- Randomly selected victims
- Unpredictable
- Evolve quickly
- Law enforcement usually required to end the incident

It is the purpose of this policy to educate employees and students how to respond to a violent incident in the area, how to respond when law enforcement arrives, and information to provide to law enforcement. It is establishing a procedure in the event of a violent incident. Violent incidents may include assaults, workplace violence, and the use of a weapon.

How to Respond When a Violent Individual is in Your Vicinity

1. Call 9-1-1 when it is safe to do so if using a cell phone or an outside line. (9-9-1-1 if using a hospital house phone).
2. Evacuate – have an escape route and plan in mind, leave your belongings behind, and keep your hands visible.
3. Hide Out – hide in an area out of the assailant's view; block entry to your hiding place and lock the doors; turn off lights/equipment; put magnetic window coverings over the windows (if applicable) and silence your cell phone and/or other communication device.
4. Remain Hidden – until law enforcement arrives and it is safe to evacuate. Once the door is locked, **do not unlock the door** for any reason.
5. Take Action – as a last resort and only when your life is in imminent danger; attempt to incapacitate the assailant; act with physical aggression; and throw items at the active assailant.

How to Respond When Law Enforcement Arrives

1. Remain calm and follow instructions.
2. Put down any items in your hands.
3. Raise hands and spread fingers.
4. Keep hands visible at all times.

5. Avoid quick movements towards the officers such as holding on to them for safety.
6. Avoid pointing, screaming or yelling.
7. Do not stop to ask officers for help or directions when evacuating.

Information you should provide to law enforcement or 9-1-1 operator

1. Location of the active assailant
2. Number of assailants/shooters
3. Physical description of assailants/shooters
4. Number and type of weapons held by assailants/shooters
5. Number of potential victims at the location

References

Statewide Terrorism and Intelligence Center

Campus All-Hazard Emergency Response and Violence Prevention Plan Pursuant to the Campus Security Enhancement Act of 2008

Reporting Criminal Actions or Emergencies

911 should be called when urgent help is needed. By dialing 911, immediate and direct access is given to local police, fire, and ambulance services. To report criminal actions or concerns on campus, an individual should call the Security Department at 655-2131, or call 5-3333 from an in-house campus phone. Security will respond promptly, usually within 5 minutes. Security personnel will call the police department and will request the Customer Support Representative or On-Call Resident Assistant on duty to notify appropriate College of Nursing personnel. When appropriate, the College will publish information regarding any current danger that reported criminal activity may be present.

Timely Warning

If an on-campus or off-campus situation arises, that in the judgment of the OSF SFMC Director of Security constitutes an on-going or continuing threat to the safety of the campus, a "timely warning" will be issued.

Methods of Emergency Warnings

Whenever emergency situations may occur, the College will use several of the following tools to communicate the incident to its student, faculty, and staff:

- SFMC CON Greenleaf building's public address system
- On-screen alerts displayed on the College's computer system
- Announcements posted in the online learning management system

If an event arises, which in the judgment of the College administration and/or OSF SFMC Security Department constitutes an ongoing threat, a campus-wide warning will be issued. The use of text messaging is restricted to life-threatening or potentially life-threatening incidents.

Missing Student Notification Policy

The Higher Education Opportunity Act of 2008 requires institutions of higher education that provide on campus housing to establish a missing student notification policy. The College does provide dorm rooms for a small percentage of its students. SFMCCON's policy is to notify a dorm student's designated confidential emergency contact and the Peoria Police Department within 24 hours after the time that the student is determined to be missing.

Notification & Communication

- Overhead announcement when available
- http://www.sfmccon.edu
- Personal email
- Online learning management system
- Local news media
- Contact the College at the phone numbers provided

Cell Phone Policy

To maintain compliance with federal laws regarding immediate notification of emergency events, students will be allowed to keep their cell phones with them during classroom and clinical instruction. The phones are to be kept on the vibrate mode and are to be used ONLY for emergency notification and not for other types of personal communication. The class and/or clinical instructor has the authority to take the student's cell phone if the student is being disruptive or is abusing this policy. The cell phone would then be returned to the student at the end of the learning period.

Severe Weather

Weather conditions often develop which require the College to consider the status of operations. These considerations involve the weather forecast, status of snow removal, class cancellations, and the maintenance of essential College services. Decisions concerning class cancellations are undertaken by college administration.

The possible decisions are:

- Full College operations including scheduled classes with campus offices and facilities operational remain in effect.
- Classes are cancelled with campus offices and facilities remaining operational. Employees should exercise judgment in terms of travel conditions.
- Designated essential College staff is required to report for duty as possible.
- An emergency closure of the College is authorized due to a severe weather emergency.
- Classes are cancelled and all offices and facilities are closed.

- Among the options outlined above, the first condition will apply in most circumstances. As a general rule, the College is always open. Students, faculty, and staff need to decide whether travel from their location to the College will be hazardous.

The College administration will endeavor to make the best decision possible concerning general conditions and the overall needs of the College. Students deciding not to attend class due to severe weather when the College has not cancelled classes need to notify the appropriate faculty or clinical unit that they will not be attending. For students, absences for severe weather conditions where policy is followed and with the proper notification are deemed excused and work may be made up at the discretion of the faculty.

Information concerning the operational status of the College during severe weather conditions will be made available by 6 a.m. Information is listed as SFMCCON and will be available on:

- WMBD AM 1470
- WEEK-TV 25
- Online learning management system
- Email

It is the personal responsibility of all faculty, staff, and students to make their own decisions and judgments concerning travel conditions and the danger attending classes or coming to work under conditions which they personally believe to be unsafe.

Severe Weather Alert - Tornado

- A tornado watch alert is announced when there is danger of a tornado within the tricounty (Peoria, Tazewell, and Woodford counties) area.
- A tornado warning alert is announced when there is danger of a tornado within the city of Peoria. These are canceled by an "All Clear" announcement.

Tornado Watch

- Where possible, close windows, draw drapes or blinds
- Prepare to move away from large, glassed areas into center hallways
- Continue routine activity until further instructions are given
- Close room doors and fire doors
- Restrict use of telephones
- Do not leave the building

Tornado Warning

- Take cover immediately
- Move to an interior corridor without windows
- Alert Notification
- When feasible, an alert will be made by College employees, the Resident Assistants (RA) or another designated individual. Announce "Tornado Watch" or "Tornado Warning" when called by Medical Center

- Restrict phone use
- Indicate number of available personnel, if requested
- A tornado can happen instantaneously when no warning has been given. Be alert to conditions that indicate the necessity of taking cover
- A College employee, RA or designated individual will maintain contact with OSF SFMC via text message regarding tornado and weather conditions

Earthquake

Earthquakes may occur suddenly and with little or no warning.

What to do During the Shaking Occurrence

- Don’t panic. The motion is frightening but, unless it shakes something down on top of you, it is harmless.
- If INDOORS, stay indoors. Take cover under desk, tables, in doorways, halls and against wall. Stay away from glass.
- Do NOT use candles, matches or any open flame, either during or after a tremor. Put out ALL fires.
- If OUTSIDE, move away from buildings and utility wires. Once in the open, stay there until shaking stops.
- Do not attempt to remain standing.
- Do not run through, to, or near buildings.
- The greatest danger from falling debris is just outside doorways and close to outer walls.
- NEVER use elevators.
- Keep students, visitors, and other employees out of stairwells & elevators.
- What to do After the Shaking Occurrence
- STAY CALM
- Assemble personnel at predetermined location.
- Take a head count of employees, students and known visitors.
- Shut off/conserve all unnecessary utilities, equipment and hazardous material supply lines.
- Put out or contain fires as required.
- If you smell gas, open windows and notify Security.
- Leave rooms and areas with heavy gas leakage.
- Do not use telephones except to report emergencies.
- Assess damage, supplies needed, functioning capability, etc.
- Notify college administration or college staff of assessed status.
- Give aid to others in your area as it is available.
- Check for injuries.
- Do not move injured persons unless in immediate danger of further injury.

SAFETY RECOMMENDATIONS

Building and Residence Safety

- Lock your door even if you will be gone for only a few minutes.
- Do not leave your keys in the lock unattended.
- Do not loan your keys, ID card, or College of Nursing Access Card to anyone.
- Do not offer to let someone you don't know well use your room.
- Do not "advertise" that you have items of value in your room.
- Small items of values in your room should be kept out of sight.
- Consider having your driver's license number engraved on all valuables for identification purposes.
- Report thefts immediately to the appropriate person (Resident Assistant or OSF Saint Francis Medical Center Security Department).
- Report the theft of checks or credit cards to you bank or Credit Card Company immediately and notify OSF Saint Francis Medical Center Security.
- All entrance doors to the residence are locked and should NOT be propped open.
- Residents planning to use the patio should remember to take their Access card.
- Report any door, locks, or windows in need of repair to either the Customer Support Representative or the On-Call Resident Assistant.
- Be alert to unknown persons loitering in or near the College of Nursing buildings. Note their description and inform the Customer Support Representative, faculty, staff, On-Call Resident Assistant, or OSF SFMC Security immediately.
- Soliciting by door-to-door salespersons is prohibited by College of Nursing regulations. No one is allowed in the building for the purpose of making sales.

At Night

- Avoid walking alone at night.
- Be conscious of your surroundings.
- Carry a whistle or personal alarm.
- Notify another person of your destination when leaving the College of Nursing.
- Maintain a tight grip on your personal property.

Walking, Jogging, or Biking

- Know your surroundings and neighborhood.
- Avoid vacant lots, alleys, constructions sites. Only use well-lit busy streets.
- Never hitchhike.
- Face traffic when walking so you can see the approaching vehicles.
- Have you key in your hand and ready as you get into your car or home.
- Wear comfortable shoes.
- Never walk, jog, or ride your bike alone or at night.
- If a purse or valuables must be carried, keep a firm grip on it. Hold it close to your body.
- Do not wear headphones.
- Use the buddy system in notifying each other of location.

Car Safety Tips

- Make sure your car is in good working order.
- Check your battery, tires, lights, steering, and brakes regularly.
- Learn how to make simple repairs to your car.
- If you go on a trip, plan out what route you are going to take before you leave. Leave this route with a relative or close friend.
- Keep windows up and doors locked.
- Park in well-lit areas.
- Be alert in parking structures.
- If you park in an attended lot, leave only your car key with the attendant.
- Always have a spare set of keys hidden somewhere on the car.
- Never put your address or phone number on a key chain.
- Do not leave valuables visible from the outside of the car.
- Always look in the back seat before you get into the car.
- If you work late at night, do not walk to your car alone.
- If you have someone give you a ride home, have them wait until you get into the residence before they leave.
- If you think you are being followed, go to the nearest open business, police station, or fire department.
- If your car breaks down, put up the hood and turn on flashers. If someone stops, have them call a relative, repair service, or police. Do not get out of the car to talk to them.
- If you are pulled over by an unmarked police car, be sure of the officer's identity.
- If you feel something is not right, put your flashers on and go to the next open business, slowly.

CAMPUS & COMMUNITY

Building Access

Students, faculty, staff, guests, and visitors may access the main campus of the College of Nursing from the sixth-floor bridge doors or by the 511 NE Greenleaf St. entrance. A keyless entry system has been installed to allow students, faculty, and staff access to the building during times that are appropriate to their course, housing status, or work schedules.

Loss of Access Cards must be reported **immediately** to the College Support Representative during day hours and the OSF Saint Francis Medical Center Security Office during evenings and weekends.

Beginning in spring 2020, the NRC is located in the Wozniak Learning Academy (a.k.a. White School) located at 304 East Illinois Avenue. Students access the building via the Northeast or Southwest entrance using the badge reader.

Building Access Rights/Limitations

Students residing on campus have access to the Greenleaf building 24 hours a day, 7 days a week, excluding dorm closures (holidays, semester breaks, etc.). Those students not residing on campus have access to the building 6:00 AM to 11:00 PM, 7 days a week. During dorm closures, access is granted to

all students from 7:00 AM to 6:00 PM Monday through Friday, excluding College holiday closures. The College is not accessible to students on designated holidays. Any other College and dorm closure information will be announced through the College learning management system.

Guests for Students

A guest to the College of Nursing is invited by a student. The student should arrange to meet their guest at the appropriate door. All guests are the responsibility of the person giving access to the building and the student must remain with the guest(s) during their visit. Children are welcome to visit the College of Nursing in the company of the student. Babysitting in the College of Nursing is prohibited. No child or guest may be left unattended in the student's room, lounges, recreation rooms, lobby, or kitchen.

Visitors

A visitor to the College of Nursing is someone inquiring about the College; someone attending a scheduled meeting; or an unexpected guest of a student, faculty, or staff member. Visitors receive access to the building by the College Support Representatives from 7:00 AM to 4:00 PM, Monday through Friday, excluding College of Nursing closures (holidays and/or semester breaks).

All visitors are asked to sign in and to wear a visitor tag while in the building. Visitors not attending a scheduled meeting are retained by the sixth-floor entrance or the lobby until the appropriate person can assist the visitor. The visitor must be escorted at all times. Visitors attending a scheduled meeting are given directions to the meeting area.

Guest/Visitor Restrictions

Guests and visitors may visit dorm room floors Sunday-Thursday, during the hours of 9:00 AM to 11:00 PM. Friday and Saturday, visitors may visit dorm floors during the hours of 9:00 AM to 1:00 AM. Community areas (lobby, kitchen, computer labs, library, and recreation rooms) are open to guests during the hours of 7:00 AM to 11:00 PM unless otherwise posted. Students with a dorm room, refer to the online student handbook (http://www.sfmccon.edu), *Building Rules and Regulations* for additional information.

Building Access Responsibilities

Students, faculty, and staff have the responsibility to each other to maintain a safe and secure environment. Each student, faculty, and staff member will take responsibility by:

1. Using their access card to enter the College of Nursing.
2. Not propping or holding the door open for any length of time.
3. **Immediately reporting the loss of an access card** to the Customer Support Representative during day hours and the OSF Saint Francis Medical Center Security Office during evenings and weekends.
4. Not loaning their access card to anyone.

5. Not allowing anyone to enter the College of Nursing while they are entering or leaving the building.
6. Meeting all guests at the appropriate door for entry into the College of Nursing.
7. Explaining to family and friends the need for planned arrivals to the College of Nursing, hour limitations, and the policy for visitors and unexpected guests.
8. Reporting violations to the Customer Support Representative during day hours and the Resident Assistant during evenings and weekends.
9. Immediately reporting emergency situations to OSF Saint Francis Medical Center Security at 309-655–2131.

Building Access Card Problems

***Card does not work*:** Between the hours of 7:00 AM and 4:00 PM, Monday through Friday, notify the Customer Support Representative by using the phone located outside the access doors (sixth floor, off Greenleaf, and the west patio door). After 4:00 PM and before 7:00 AM or on weekends, go to OSF Saint Francis Medical Center Security located on the main floor of the hospital. A picture ID must be presented to gain entry.

Misplaced or Forgotten Cards: Between the hours of 7:00 AM and 4:00 PM, Monday through Friday, notify the Customer Support Representative by using the phone located outside the access doors (sixth floor, off Greenleaf, or the west patio door). After 4:00 PM and before 7:00 AM or on weekends, go to OSF Saint Francis Medical Center Security located on the main floor of the hospital. A picture ID must be presented to gain entry. Students will need to complete the Misplaced/Forgotten Incident Report and will only be given three days to produce the card to one of the CSRs before the card is considered lost or stolen and is deactivated. The student will be responsible for obtaining a new access card at the student's expense ($10).

Lost or Stolen Cards: Immediately report that your card has been lost or stolen. Between the hours of 7:00 AM and 4:00 PM, Monday through Friday, notify the Customer Support Representative by using the phone located outside the access doors (sixth floor, off Greenleaf, and the west patio door) or calling 309-655-2217. After 4:00 PM and before 7:00 AM or on weekends, go to OSF Saint Francis Medical Center Security located on the main floor of the hospital or by calling 309-655-2131. A picture ID must be presented to gain entry. The student will be responsible for obtaining a new access card at the student's expense ($10). Students must complete a Lost/Stolen Incident Report.

In Case of Emergency

- Update your contact information in the student information system at www.sfmc.edu.
- Report suspicious activity by calling OSF SFMC Security at (309) 655-2131.
- Call 911 if necessary.
- Review Emergency Procedures in the Student Handbook.
- Seek help or refer a friend in crisis.

Professional Conduct

1. Students MUST maintain professional confidentiality. Clients should not be discussed in the cafeteria, public places, at social functions, or with family and friends.

2. Students may not give information concerning clients or the clinical agency to newspaper reporters, lawyers, insurance agents or others not connected with the clinical agency. Refer these people to the instructor or appropriate person at the clinical agency.
3. Students may not act as witnesses to wills, baptisms, marriages, surgical or autopsy permits.
4. Students must observe OSF Saint Francis Medical Center or clinical agency regulations when visiting clients on a social basis. Students may not use their privileges as nursing students to access clinical areas or client information. Students are not to read patient records or provide care when visiting.
5. Students must promote a quiet environment in client care areas.
6. Students may use telephones in clinical agencies for professional purposes only and not for personal calls.
7. The student, when answering a clinical agency telephone, identifies the agency, unit and gives both name and title.
8. Students, with authorization of the instructor, may use the public address System or audio pagers of the clinical agency.
9. Students should conduct all communications with physicians, clients and employees in a professional manner. Physicians are not to be called without first consulting with the instructor.
10. Students shall report to the instructor when arriving on the nursing unit and when leaving.
11. Students shall report any broken or defective equipment or supplies to the instructor or appropriate clinical agency personnel.

Unprofessional conduct may also result in criminal proceedings under the law. Students are encouraged to report an incident of sexual assault to the appropriate campus personnel such as the President of the College of Health Sciences. The College of Nursing will assist the student in obtaining appropriate medical attention and will inform the Security Department of OSF Saint Francis Medical Center.

The student will be encouraged to cooperate with appropriate law enforcement officers and will be supported in so doing by campus personnel. The student who has experienced a sexual assault will be encouraged and assisted in planning for counseling with an appropriate counselor. The student may receive necessary physical care through the Emergency Department**.** A student who resides in a dorm or study room of the College of Nursing will be assisted in moving to a different room/floor if desired.

The following procedure should be followed in the event of a sex offense:

1. Contact any administrative personnel of the College of Nursing or Resident Assistant, who will then initiate further procedures.
2. Report the incident to the President of the College of Health Sciences

Disciplinary actions may include but not be limited to the following: loss of dorm privileges, suspension, and/or dismissal from College of Nursing. Please refer to the Sexual Assault section for additional questions.

SEXUAL HARRASSMENT / SEXUAL ASSAULT / SEXUAL MISCONDUCT

The College of Nursing is committed to providing an environment in which faculty, students, and staff are treated with courtesy, respect, and dignity. The College of Nursing will not tolerate or condone any actions by any persons which constitute sexual harassment.

Sexual harassment is defined as unwelcome sexual advances; requests for sexual favors; and other verbal, written, or physical conduct of a sexual nature by faculty or other personnel where such conduct is either made in an explicit or implicit term or condition for a specific grade, satisfactory achievement in a course, or employment, or where such conduct has the purpose or effect of substantially interfering with an individual's academic progress or work. A complaint of sexual harassment should be brought to the attention of either a Dean, Assistant Dean, or the President of the College of Health Sciences. Such a complaint will be promptly and fully investigated and, if founded, subject to disciplinary action.

POLICIES AGAINST SEXUAL HARASSMENT (395)

I. INTRODUCTION

Saint Francis Medical Center College of Nursing ("The College") is committed to creating and maintaining an atmosphere at the College in which the administration, faculty, students, staff, College Board and volunteers may work, interact and learn in a safe and healthy educational and work environment. At the College, no member of the community is, on the basis of sex, excluded from participation in, denied the benefits of, or subjected to discrimination in any College program or activity. Sexual harassment, including sexual violence, is a form of sex discrimination in that it denies an individual equal access to the College's programs or activities.

The College's policies prohibiting sexual harassment and other sexual misconduct are designed to ensure a safe and non-discriminatory educational and work environment and to meet legal requirements, including: Title IX of the Education Amendments of 1972, which prohibits discrimination on the basis of sex in the College's programs or activities; relevant sections of the Violence Against Women Reauthorization Act; Title VII of the Civil Rights Act of 1964, which prohibits discrimination on the basis of sex in employment; and Illinois laws that prohibit discrimination on the basis of sex, sexual orientation, and gender identity in employment and higher education. Further, the College does not tolerate sexual assault, sexual violence, domestic violence, dating violence, or stalking, regardless of whether these acts are based on an individual's sex. Domestic violence, dating violence and stalking are crimes in Illinois and are subject to criminal prosecution.

II. TITLE IX POLICY AGAINST SEXUAL HARASSMENT

This Title IX Policy Against Sexual Harassment (the "Policy") applies to sexual harassment, including sexual assault, dating violence, domestic violence, and stalking that occurs in the context of a College program or activity or in the context of admission or employment. Sexual harassment is a violation of Title IX of the Education Act Amendments of 1972 (and its implementing regulations), which provides, in pertinent part:

> *No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance . . .*

Sexual harassment also may constitute a violation of other federal, state and local law, including Title VII of the Civil Rights Act of 1964, the Illinois Human Rights Act and the Illinois Preventing Sexual Violence in Higher

Education Act. In addition to being illegal, sexual harassment violates the dignity of the individual and the integrity of the College as an institution of learning and all College policies, practices, and procedures are administered in a manner consistent with our Catholic identity.

Academic freedom can exist only when each person is free to pursue ideas in a non-threatening, non-coercive atmosphere of mutual respect. The College is therefore committed to fully investigating and addressing any instances of sexual harassment, sexual assault, domestic or dating violence and stalking of which it receives notice and that occur in the context of a College program or activity. Students found to have engaged in such acts will be subject to disciplinary action, up to and including expulsion. And employees (referred to as "Mission Partners") found to have engaged in such acts will be subject to disciplinary action, up to and including termination. Nothing in this Policy should be construed to abridge academic freedom and inquiry, principles of free speech or the College's educational mission.

Questions about the Application of Title IX may be directed to the College's Title IX Coordinator or the Office of Civil Rights:

Kevin Stephens, Dean Title IX Coordinator
511 NE Greenleaf Street Peoria,
Illinois 61603
Telephone: (309) 655-2291
Email: Kevin.N.Stephens@osfhealthcare.org

Office for Civil Rights
U.S. Department of Education Citigroup Center
500 West Madison Street, Suite 1475
Chicago, Illinois 60661-4544
Telephone: (312) 730-1560
FAX: (312) 730-1576; TDD: 800-877-8339
Email: OCR.Chicago@ed.gov

A. JURISDICTION

This Policy applies to everyone who is a part of the College community, including students, Mission Partners, visitors, volunteers and contractors, regardless of sex. It prohibits harassment occurring on campus, as well as conduct occurring off-campus when the conduct is related to the College's programs or activities and where the College has substantial control over the Prohibited Conduct and the respondent accused of having committed the Prohibited Conduct, as defined in this Policy.

B. NOTE ON TERMINOLOGY

Throughout this Policy, the term "complainant" is often used to denote an individual who is alleged to have been victimized by conduct prohibited under this Policy, including sexual harassment. Likewise, the term "respondent" is, at times, used to denote the individual alleged to have engaged in such prohibited conduct. The use of these terms is consistent with the language of the Violence Against Women Reauthorization Act of 2013 and Title IX, and should not be construed as a pre-judgment as to whether a violation of this Policy occurred. Finally, the term "Mission Partner" is used throughout this Policy and is intended to include all faculty members, administrators, staff and other employees of the College.

C. PROHIBITED CONDUCT

The College prohibits all forms of sexual harassment, including sexual assault, dating violence, domestic violence, and stalking. The following are the definitions of "Prohibited Conduct" under this Policy.[1]

i. Sexual Assault

No person may engage in sexual assault.

"Sexual assault" is actual or attempted sexual contact with another person without that person's *consent*. Sexual assault includes, but is not limited to:

- Intentional touching of another person's intimate parts without that person's *consent*; or
- Other intentional sexual contact with another person without that person's *consent*; or
- Coercing, forcing, or attempting to coerce or force a person to touch another person's intimate parts without that person's *consent*; or
- Penetration, no matter how slight, of (1) the vagina or anus of a person by any body part of another person or by an object, or (2) the mouth of a person by a sex organ of another person, without that person's *consent*.

"Consent" must be informed, voluntary and mutual, and can be withdrawn at any time. There is no consent when there is force, expressed or implied, or when coercion, intimidation, threat or duress is used. Whether a person has taken advantage of a position of influence over another person may be a factor in determining consent. Silence or absence of resistance does not imply consent. Past consent to sexual activity with another person does not imply ongoing or future consent with that person or consent to that same sexual activity with another person. Evidence of a prior consensual dating relationship between the parties by itself does not imply consent or preclude a finding of sexual misconduct.

If a person is mentally or physically incapacitated or impaired so that such person cannot understand the fact, nature or extent of the sexual situation, there is no consent; this includes impairment or incapacitation due to alcohol or drug consumption that meets this standard, or being asleep or unconscious.

ii. Sexual Exploitation

No person may engage in sexual exploitation.

"Sexual exploitation" occurs when a person takes sexual advantage of another person for the benefit of anyone other than that person without that person's *consent*. Examples of conduct that could rise to the level of sexual exploitation include:

- Prostituting another person;
- Recording images (e.g., video, photograph) or audio of another person's sexual activity, intimate body parts or nakedness without that person's *consent*;
- Distributing images (e.g., video, photograph) or audio of another person's sexual activity, intimate body parts or nakedness, if the individual distributing the images or audio knows or

[1] In view of the Executive Order issued on January 20, 2025 and the U.S. Department of Education's Enforcement Directive issued on February 4, 2025, allegations of harassment based on sexual orientation and/or gender identity are no longer addressed under this Policy and are, instead, prohibited by the College's Interim Other Sexual Misconduct Policy, effective September 10, 2025, in an effort to continue to comply with other governing law, including Title VII of the Civil Rights Act of 1964 and the Illinois Human Rights Act.

should have known that the person depicted in the images or audio did not *consent* to such disclosure and objects to such disclosure; and,

- Viewing another person's sexual activity, intimate body parts or nakedness in a place where that person would have a reasonable expectation of privacy, without that person's *consent*, and for the purpose of arousing or gratifying sexual desire.

"Consent" must be informed, voluntary and mutual, and can be withdrawn at any time. There is no consent when there is force, expressed or implied, or when coercion, intimidation, threats or duress is used. Whether a person has taken advantage of a position of influence over another person may be a factor in determining consent. Silence or absence of resistance does not imply consent. Past consent to a particular activity with another person does not imply ongoing or future consent with that person or consent to that same activity with another person. Evidence of a prior consensual dating relationship between the parties by itself does not imply consent or preclude a finding of sexual misconduct.

If a person is mentally or physically incapacitated or impaired so that such person cannot understand the fact, nature or extent of the situation, there is no consent; this includes impairment or incapacitation due to alcohol or drug consumption that meets this standard, or being asleep or unconscious.

iii. Harassment

No person may engage in *harassment on the basis of sex* that creates a *hostile environment* in any program or activity of this College. No person who is a Mission Partner or agent of this College (including a student employee) may condition a decision or benefit on a student's or Mission Partner's submission to *unwelcome sexual conduct*.

"Sexual harassment" is *unwelcome* conduct of a sexual nature, including, but not limited to, *unwelcome* sexual advances, requests for sexual favors, or other verbal or nonverbal conduct of a sexual nature, including *sexual assault* and *sexual exploitation*. Sexual harassment includes *quid pro quo harassment,* where a Mission Partner or agent of the College (including a student employee) provides or denies an educational aid, benefit or service in connection with unwelcome sexual conduct. Sexual harassment also includes *hostile environment harassment,* when there is conduct on the basis of sex that is unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectionably offensive that it effectively denies a person equal access to the College's education program or activity.

Conduct is considered "unwelcome" if the person did not request or invite it and considered the conduct to be undesirable or offensive. Unwelcome conduct may take various forms, including, name-calling, graphic or written statements (including the use of cell phones or the Internet) or other conduct that may be physically threatening, harmful or humiliating. Unwelcome conduct does not have to include intent to harm, be directed at a specific target or involve repeated incidents. Unwelcome conduct can involve persons of the same or opposite sex.

Participation in the conduct or the failure to complain does not always mean that the conduct was welcome. The fact that a person may have welcomed some conduct does not necessarily mean that the person welcomed other conduct. Also, the fact that a person requested or invited conduct on one occasion does not mean that the conduct is welcome on a subsequent occasion.

In determining whether *sexual harassment* has created a hostile environment, the College considers the conduct in question from both a subjective and objective perspective. It will be necessary, but not enough, that the conduct was *unwelcome* to the person to whom the conduct was directed. But, the College will also need to find that a reasonable person in the person's position would have perceived the conduct as so severe, pervasive, and objectionably offensive that it effectively denies a person equal access to the College's education program or activity.

To make the ultimate determination of whether a hostile environment exists for a person or persons, the College

considers a variety of factors related to the severity, persistence or pervasiveness of the *sex-based harassment*, including: (1) the type, frequency and duration of the conduct; (2) the identity and relationships of persons involved; (3) the number of individuals involved; (4) the location of the conduct and the context in which it occurred; and (5) the degree to which the conduct affected one or more person's education or employment.

The more severe the *sex-based harassment*, the less need there is to show a repetitive series of incidents to find a hostile environment. Indeed, a single instance of sexual assault may be sufficient to create a hostile environment.

iv. **Sexual Harassment by Higher Education Representative**

No *higher education representative* may make any unwelcome sexual advances or requests for sexual favors to a student. No *higher education representative* may exhibit any conduct of a sexual nature toward a student, when such conduct has the purpose or effect of substantially interfering with the student's educational performance or creating an intimidating, offensive or hostile educational environment. No *higher education representative* may exhibit any conduct of a sexual nature toward a student when the higher education representative either explicitly or implicitly makes the student's submission to such conduct a term or condition of or uses the student's submission to or rejection of such conduct as a basis for, determining any academic decision.

A "higher education representative" includes the president, chancellor or other holder of any executive office on the administrative staff of an institution of higher education, and any member of the faculty of an institution of higher education, including, but not limited to, a dean or associate or assistant dean, a professor or associate or assistant professor and a full- or part-time instructor or visiting professor, including a graduate assistant or other student who is employed on a temporary basis of less than full-time as a teacher or instructor of any course or program of academic, business or vocational instruction offered by or through an institution of higher education or a member of the staff (full-time, part-time or student worker).

Conduct is considered "unwelcome" if the person did not request or invite it and considered the conduct to be undesirable or offensive. Unwelcome conduct may take various forms, including name-calling, graphic or written statements (including the use of cell phones or the Internet) or other conduct that may be physically threatening, harmful or humiliating.

Unwelcome conduct does not have to include intent to harm, be directed at a specific target or involve repeated incidents. Unwelcome conduct can involve persons of the same or opposite sex.

Participation in the conduct or the failure to complain does not always mean that the conduct was welcome. The fact that a person may have welcomed some conduct does not necessarily mean that the person welcomed other conduct. Also, the fact that a person requested or invited conduct on one occasion does not mean that the conduct is welcome on a subsequent occasion.

A "hostile educational environment" includes conduct which is severe or pervasive and which is objectively and subjectively offensive. Conduct is objectively offensive if a reasonable person would find such conduct to be egregious. Factors that will be considered when determining if an environment is objectively offensive include the frequency and severity of the conduct, whether it is humiliating or physically threatening and whether it unreasonably interferes with the student's educational performance.

An "academic decision" includes, but is not limited to:

- Whether the student will be admitted to an institution of higher education;
- The educational performance required or expected of the student;
- The attendance or assignment requirements applicable to the student;
- The courses, fields of study or programs, including honors and graduate programs, to

which the student will be admitted;
- The placement or course proficiency requirements that are applicable to the student;
- The quality of instruction the student will receive;
- The tuition or fee requirements that are applicable to the student;
- The scholarship opportunities that are available to the student;
- The extracurricular teams the student will be a member of or the extracurricular competitions in which the student will participate;
- The grade the student will receive in any examination or in any course or program of instruction in which the student is enrolled;
- The progress of the student toward successful completion of or graduation from any course or program of instruction in which the student is enrolled; and
- The degree, if any, the student will receive.

v. Domestic and Dating Violence

No person shall engage in *domestic violence* or *dating violence* against any member of the College community, including students, Mission Partners, visitors, volunteers and contractors.

The term "domestic violence" includes felony or misdemeanor crimes of violence or *physical abuse* committed by:

- A current or former spouse or intimate partner of the complainant;
- A person with whom the complainant shares a child in common;
- A person who is cohabitating with or has cohabitated with the complainant as a spouse or intimate partner;
- A person similarly situated to a spouse of the complainant under the domestic or family violence laws of the State of Illinois; or
- Any other person against an adult or youth complainant who is protected from that person's acts under the domestic or family violence laws of the State of Illinois.

The term "dating violence" includes felony or misdemeanor crimes of violence or *physical abuse* committed by a person who is or has been in a social relationship of a romantic or intimate nature with the complainant.

"Physical abuse" includes, but is not limited to:

- Sexual abuse;
- Knowing or reckless use of physical force, confinement or restraint;
- Knowing, repeated and unnecessary sleep deprivation; and
- Knowing or reckless conduct which creates an immediate risk of physical harm.

vi. Stalking

No person shall engage, on the basis of sex, in the *stalking* of any member of the College community, including students, Mission Partners, visitors, volunteers, and contractors.

"Stalking" is a course of conduct (i.e., a pattern of actions composed of more than one act over a period of time, however short, evidencing a continuity of conduct) 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.

Stalking includes any behaviors or activities occurring on more than one occasion that collectively instill fear in a complainant and/or threaten her or his safety, mental health or physical health. Such behaviors and activities may include, but are not limited to, the following:

- Non-consensual communication, including face-to-face communication, telephone calls, voice messages, e-mails, text messages, written letters, gifts or any other communications that are undesired and place another person in fear;
- Use of online, electronic or digital technologies, including:
    - Posting of pictures or information in chat rooms or on Web sites
    - Sending unwanted/unsolicited email, text messages or talk requests
    - Posting private or public messages on Internet sites, social networking sites and/or school bulletin boards
    - Installing spyware on a complainant's computer
    - Using Global Positioning Systems (GPS) to monitor a complainant;
- Pursuing, following, waiting or showing up uninvited at or near a residence, workplace, classroom or other places frequented by the complainant;
- Surveillance or other types of observation including staring, "peeping";
- Trespassing;
- Vandalism;
- Non-consensual touching;
- Direct verbal or physical threats;
- Gathering information about an individual from friends, family, and/or co-workers; and,
- Threats to harm self or others, including pets.

D. RETALIATION PROHIBITED

The College prohibits retaliation of any kind (including, but not limited to, intimidating, threatening, coercing or in any way discriminating) against those who file a complaint or who otherwise participate in the investigative and/or disciplinary process. The College will take strong responsive action, up to and including expulsion or termination of employment, if retaliation occurs. The College also prohibits intimidation of any kind against any member of the College community with the purpose or intent of: preventing that person from reporting a violation of this Policy; causing that person to withdraw a complaint or recant a statement related to the violation of this Policy; or discouraging participation in the College's investigative and/or disciplinary process. The College will take strong responsive action if such intimidation occurs.

E. REPORTING OPTIONS AND GRIEVANCE PROCESS

i. Right to an Advisor

At all times during the reporting, investigation and adjudication process, the complainant and respondent each have the right to have an advisor present. This advisor can be anyone of the party's choosing, other than the Title IX Coordinator or a member of the Hearing Committee, who has agreed to serve that function, including an advocate, attorney, friend or family member. However, this advisor may not participate in the College's investigation and must adhere to the policies and procedures set forth in the adjudication/hearing process.

ii. Reporting Procedures

Any member of the College community who has been subjected to or who is aware of Prohibited Conduct has a number of reporting options, as follows:

a. Formal Reporting to College

Prohibited Conduct may be reported to the College by notifying the Title IX Coordinator, Kevin Stephens, the Title IX Coordinator, may be reached by phone at (309) 655-2291, by email at kevin.n.stephens@osfhealthcare.org, or in person at 511 NE Greenleaf Street, Peoria, IL in Room 622 during normal business hours. All such reports of Prohibited Acts will be investigated by the College as set forth in Section II.G. "Investigation Procedures" of this Policy.

All Mission Partners of the College are required to notify the Title IX Coordinator of any notice they receive of Prohibited Conduct while acting as Mission Partners of the College. It should be noted that the College employs health care providers and priests as faculty members. These individuals, while engaged outside the College and when they are providing health care services or pastoral counseling, may receive confidential information that they are required to maintain. However, any notice of Prohibited Conduct that Mission Partners receive – outside providing health care services or pastoral counseling to the reporting party – while they are acting as Mission Partners of the College, will be reported to the Title IX Coordinator.

b. Formal Reporting to Law Enforcement

Reports to law enforcement may also be made at any time, regardless of whether a report has been made to the College. Saint Francis Medical Center College of Nursing students may contact the Peoria Police Department at any time at (309) 673-4521 (non-emergency) or 911 for emergency. Reports may also be made to the Saint Francis Medical Center Security at 309-655- 2131.

Reports to law enforcement will not automatically be shared with the College by the police; therefore, if a complainant of Prohibited Conduct wishes for the College to also investigate the matter, s/he should also make a report to the College.

c. Privileged or Confidential Disclosures

The College encourages victims of Prohibited Conduct to talk to somebody in order to get the support they need. Regardless of whether a complainant wishes to make a report to the College and/or law enforcement, a number of resources are available for confidential or privileged discussions regarding Prohibited Conduct. *See* Section II.M. "Reporting and Confidentiality" of this Policy for further information on confidentiality rules with respect to various resources.

d. Third-Party Reporting

Anyone can report Prohibited Conduct to the College regardless of whether the person making the complaint was the subject of the Prohibited Conduct. Third-party reports may be made to the Title IX Coordinator.

e. Anonymous Reporting

Anyone, including a victim, can make an anonymous report of Prohibited Conduct to the College by contacting the Title IX Coordinator and requesting to make an anonymous report. The complainant may request that this report be kept confidential and/or not be investigated by the College. If an individual discloses Prohibited Conduct to the College but wishes to maintain confidentiality or requests that no investigation into a particular incident be conducted, the College, through the Title IX Coordinator, must weigh that request against the College's obligation to provide a safe, non-discriminatory environment for all students, including the victim.

See Section II.M.ii(a) of this Policy for further information on how such a request will be considered.

f. Other Policies and Rules

Any individual participating in the investigation or adjudication of a complaint involving an alleged Prohibited Conduct (including the complainant, respondent and witnesses) will be given amnesty from any student conduct policy of the College, including the College's drug and alcohol policy, for acts discovered during the course of the College's investigation that are materially relevant to the Prohibited Conduct being investigated or adjudicated.

For example, should the College learn during an investigation into a reported sexual assault that the complainant and respondent were both violating the College's alcohol policies at the time of the incident, the College will grant amnesty to both complaint and respondent for that particular violation of the alcohol policy.

This grant of amnesty is intended to encourage open and honest reporting of information needed for the College to fully and fairly investigate allegations of Prohibited Conduct.

F. Interim Safety and Supportive Measures

Once the College has notice of potential Prohibited Conduct, it will immediately seek to ensure that the complainant is safe and is being provided the resources that are needed, regardless of whether the complainant wishes to make a formal complaint and/or participate in the College's grievance process.

Such measures are designed to restore or preserve equal access to the College's education program or activity without unreasonably burdening the complainant or respondent, including measures designed to protect the safety of all parties or the College's educational environment, or deter sexual harassment. Supportive measures may include:

- Assist the complainant in accessing available victim advocacy, academic support, counseling, disability, health or mental health services and legal assistance both on and off campus;
- Provide other security and support, which could include issuing a no-contact order, helping arrange a change of working arrangements or course schedules (including for the respondent pending the outcome of an investigation), leaves of absence, or adjustments to assignments or tests; and
- Inform the complainant of the right to report a crime to campus or local law enforcement and provide the complainant with assistance if the complainant wishes to do so.

Because the College is under a continuing obligation to address Prohibited Conduct campus-wide, reports of Prohibited Conduct (including non-identifying reports) will also prompt the College to consider broader remedial action, such as: increased monitoring, supervision or security at specific locations; increased education and prevention efforts, including to targeted population groups; conducting climate assessments/victimization surveys; and/or revisiting its policies and practices.

The College will maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the ability of the College to provide the supportive measures. The Title IX Coordinator is responsible for coordinating the effective implementation of supportive measures.

G. Notice of Complaint and Investigation Procedures

The College's Title IX Coordinator is responsible for overseeing the College's response to reports and complaints of Prohibited Conduct. Upon receipt of a formal complaint, the Title IX Coordinator will issue a written notice to the parties that encloses a copy of this Policy and provides notice of the allegations of Prohibited Conduct potentially

constituting a violation of this Policy, including sufficient details known at the time, and providing the parties with sufficient time to prepare a response before any initial interview.

Unless a complainant specifically requests that an investigation not take place, the Title IX Coordinator will order and oversee an investigation into any formal complaint of Prohibited Conduct. (For further information on the Title IX Coordinator's role and responsibilities, *see* Section II.N. "Title IX Coordinator" of this Policy.) Should the complainant request that no investigation be performed, the Title IX Coordinator will exercise best efforts to comply with that request; however, should the nature of the facts known suggest an ongoing threat to the complainant or the campus community or otherwise demonstrate a compelling need to proceed with an investigation, the Title IX Coordinator may proceed with an investigation despite the complainant's request to the contrary.

Should the complainant wish to make a formal complaint but also request that her/his identity remain confidential, the ability of the College to investigate her/his complaint may be limited. (Please *see* Section II.M. "Reporting and Confidentiality" of this Policy for further information.)

The Title IX Coordinator will choose an investigator to investigate alleged Prohibited Conduct on a case-by-case basis. Any such investigator will be trained and qualified to perform investigations into the specific type of Prohibited Conduct being alleged and will be neutral and impartial.

Investigations will be thorough and prompt. The burdens of proof and gathering of evidence in the investigation will be on the College. The investigation likely will include interviews with the complainant, respondent and witnesses, and the gathering, review and analysis of relevant evidence. Both the complainant and respondent will receive reasonable, advance, written notice of the date, time, and location of any investigatory interview or meeting. Investigations will be conducted with utmost attention to maintaining the privacy of complainants and respondents.

Consistent with the College's mission and values, the complainant and respondent will be provided equitable rights and will be treated fairly and respectfully throughout the investigation. Both complainant and respondent will have the opportunity to offer their accounts, provide names of witnesses and offer any other relevant evidence to the investigator. The College prohibits any party or witness from knowingly making false statements or knowingly submitting false information during the grievance process. The investigator's only responsibility is to collect evidence; the investigator makes no findings of responsibility under this Policy or otherwise.

At the conclusion of the investigation, but prior to the completion of the investigative report, the complainant and the respondent have the right to review all evidence collected, regardless of whether it is mentioned or relied upon in the final investigative report. The parties then have ten (10) days to submit a written response, which the investigator will consider prior to completion of the investigative report. The College will make all such evidence subject to the parties' inspection and review available at any hearing to give each party equal opportunity to refer to such evidence during the hearing, including for purposes of cross-examination.

The investigator will then create an investigative report that fairly summarizes the relevant evidence and, at least ten (10) days prior to a hearing, the investigator will send to each party and the party's advisor, if any, the investigative report in an electronic format or a hard copy, for their review and written response.

H. **Hearing Procedures**

The Hearing Committee consists of three members. The Committee will be formed from the following positions from Saint Francis Medical Center College of Nursing and from Saint Anthony College of Nursing (an OSF College of Nursing located in Rockford Illinois):

Saint Francis Medical Center College of Nursing	Saint Anthony College of Nursing:
Provost Dean of the Undergraduate Program Dean of the Graduate Program	Provost Dean, Undergraduate Affairs Dean, Graduate Affairs and Research

The Committee may include academic deans as members. However, the academic dean(s) on the committee will be the academic dean(s) to which the respondent does not report (ex.: if an undergraduate student, the graduate dean serves; if a graduate student, the undergraduate dean serves). Any member of the Hearing Committee having a conflict of interest with respect to the complaint that might cause a reasonable person to question her/his objectivity shall recuse her/himself from the adjudication of the particular matter.

Both parties must be given the opportunity for the advisors (of their choice) to be present during the meetings of the Hearing Committee. If either party does not have an advisor and wants one, the Title IX Coordinator must provide one. The Hearing Committee reserves the right to require a pre-hearing meeting with both parties and their advisors to review appropriate policies, procedures and rules for conduct during the hearing. The hearing may be face-to-face or virtual (with technology enabling the Hearing Committee members and parties to simultaneously see and hear the party or the witness answering questions).

The Hearing Committee will review all evidence and examine all witnesses. Each party, by and only through their respective advisor, has the opportunity to cross-examine the other party and any witness. If a witness fails to appear or refuses to submit to cross-examination, that testimony cannot be included in the evidence reviewed by the Hearing Committee, regardless of what may be contained in the Investigator's Report.

Only relevant cross-examination and other questions may be asked of a party or witness. Before a complainant, respondent, or witness answers a cross-examination or other question, the Hearing Committee must first determine whether the question is relevant and explain any decision to exclude a question as not relevant. Questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the complainant's prior sexual behavior are offered to prove that someone other than the respondent committed the conduct alleged by the complainant, or if the questions and evidence concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent. The College will create an audio-visual recording of the hearing or a transcript, which it will make available to the parties for inspection and review.

I. **Determination**

The Hearing Committee will presume the respondent is not responsible for a policy violation, and will conclude that a violation of this Policy occurred only if it finds that such a conclusion is supported by a preponderance of the evidence.

The Hearing Committee will issue a written determination regarding responsibility for any violation of the Policy. This determination will include the following:

- identification of the allegations in the complaint and that were the subject of the investigation and hearing;
- a description of the procedural steps taken from the receipt of the formal complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held;

- findings of fact supporting the determination;
- conclusions regarding the application of the College's Policy and code of conduct to the facts;
- a statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions the College imposes on the respondent, and whether remedies designed to restore or preserve equal access to the College's education program or activity will be provided by the College to the complainant; and,
- a description of the procedures and permissible bases for the complainant and respondent to appeal.

In the event the Hearing Committee concludes that a violation of this Policy occurred, it will determine the appropriate responsive action to be taken, which may include remedies and/or accommodations to the complainant, remedies to the College community and sanctions for the person found in violation. Remedies to the complainant may include, but are not limited to: continuation of interim measures; issuance of no-contact orders; allowing a student to withdraw from or retake a class without penalty; providing access to tutoring and providing access to counseling. Remedies to the College community may include, but are not limited to: training and educational programs; and implementation of additional safety or security measures.

Sanctions against the respondent may include, but are not limited to: no-contact orders; suspension; expulsion; demotion; and termination of employment, as applicable.

If the complainant and respondent agree to do so, an appropriate responsive action may be mediation between the parties, facilitated by the College. However, mediation is not appropriate and will not be used if there has been a finding that a sexual assault occurred.

The Title IX Coordinator shall provide simultaneous written notice to the complainant and respondent of the Hearing Committee's written determination. For purposes of this Policy, "simultaneous" shall mean as close together in time as reasonably possible without requiring the complainant and respondent to be physically present in the same place at the same time.

The College will not require a party to abide by any nondisclosure agreement, in writing or otherwise, that would prevent the re-disclosure of information related to the outcome of the hearing.

J. **Appeal Procedures**

Either the complainant or respondent may appeal the Hearing Committee's determination regarding responsibility or sanctions, or from dismissal of a formal complaint, to the President of the College in writing within five (5) business days of receiving the Hearing Committee's written determination. However, an appeal may only be made on the following grounds:

- That a member of the Hearing Committee had a conflict of interest, or bias for or against complainants or respondents generally or the individual complainant or respondent, that affected the outcome of the matter;
- That there is new evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; or
- That the investigation and/or hearing procedures set forth in this Policy were not followed and the procedural irregularity affected the outcome of the matter; or,
- That the sanction imposed is disproportionate with the violation.

In connection with the appeal, each party has an equal opportunity to submit a written statement in support of, or

challenging, the determination.

The President of the College will either affirm and adopt the determination of the Hearing Committee, or reverse the determination of the Hearing Committee within ten (10) business days of receipt of the appeal. The President of the College will use the preponderance of the evidence standard when considering the appeal, and will issue a written statement describing the result of the appeal and the rationale for arriving at the result. The President's written statement on appeal will be provided simultaneously to both parties.

Any decision on appeal by the President of the College shall be final.

In the event the President of the College overturns the Hearing Committee's determination on appeal, s/he shall send the matter back to the Hearing Committee with one of the following instructions: 1) that a member or members of the Hearing Committee recuse her/himself; 2) that the Hearing Committee send the matter back to the investigator for consideration of additional evidence; or 3) that the Hearing Committee and/or investigator comply with the investigation and/or hearing procedures set forth in this Policy, specifying what procedures have not been properly followed, and reconsider the matter using the proper procedures.

The determination regarding responsibility becomes final either on the date that the College provides the parties with the written determination of the result of the appeal, if an appeal is filed, or if an appeal is not filed, the date on which an appeal would no longer be considered timely.

K. **Timeframe**

The College will strive to resolve any matter falling under this Policy within a reasonable amount of time after receiving notice of a formal complaint, including investigation, hearing, determination and appeal. Any timeframe set forth in this Policy may be extended for good cause shown, and upon written notice to complainant and respondent describing the extension of time and the reason the action was taken.

L. **Options for Assistance**

i. Options for Assistance Following a Sexual Assault or Other Prohibited Conduct

Any individual who has experienced Prohibited Conduct has the option to receive supportive measures and is strongly encouraged to seek immediate emergency assistance from law enforcement, medical professionals or crisis counseling resources. The College recognizes that deciding whether to file a formal complaint can be a difficult decision that evolves over time. The College encourages any individual who has questions or concerns to seek the support of campus and community resources. These professionals can provide information about available resources and procedural options and assistance to either party. Individuals are encouraged to use all available resources, regardless of when or where the incident occurred.

The College is committed to treating all members of the community with dignity, care, and respect. Any individual affected by Prohibited Conduct, whether a complainant, respondent, witness, or a third party, will have equal access to support consistent with their needs and available College resources. This section provides contact information for College resources, resources in the local community, and national resources.

Prompt intervention can do much to mitigate trauma associated with acts of Prohibited Conduct and enhance recovery. Complainants are encouraged to utilize appropriate resources whether or not they report the Prohibited Conduct to law enforcement or the College. Any community member in need of resources or assistance relating to any of the matters covered by this Policy is encouraged to contact one of the resources listed in this Policy.

In the immediate aftermath of a sexual assault, the most important thing is for the victim to get to a safe place. Whether it be the victim's home, a friend's home or with a family member, immediate safety is what matters most. When a feeling of safety has been achieved, it is vital for the victim to receive medical attention, and strongly recommended for the victim to receive a forensic examination.

DNA evidence is an integral part of a law enforcement investigation that can build a strong case to show that a sexual assault occurred and to show that the defendant is the source of any biological material left on the victim's body. Victims should make every effort to save anything that might contain the perpetrator's DNA and should not:

- Bathe or shower;
- Use the restroom;
- Change clothes;
- Comb hair;
- Clean up the crime scene; or
- Move anything the perpetrator may have touched.

Even if the victim has not yet decided to report the crime, receiving a forensic medical exam and keeping the evidence safe from damage will improve the chances that the police can access and test the stored evidence at a later date.

ii. Resources for Immediate Assistance

The resources below are available to anyone who experienced sexual assault or any other Prohibited Conduct.

a. Title IX Coordinator

At the College, the Title IX Coordinator, Kevin Stevens, can be contacted at (309) 655-2291 during normal business hours to assist in connecting with trained advocates and counselors who can provide an immediate response in a crisis situation, regardless of whether the complainant wishes to make a formal report or participate in the institutional disciplinary or criminal process.

The Title IX Coordinator can also provide assistance in contacting law enforcement, should the complainant wish to do so. The complainant has the right to decline to report to law enforcement. (*See* Section II.M. "Reporting and Confidentiality" of this Policy for further information.)

And, the Title IX Coordinator can provide information to the complainant about obtaining a no-contact order against the respondent, issued by a court. This option is available to the complainant regardless of whether s/he wishes to make a formal complaint with the College or report the matter to law enforcement.

b. Employee Assistance Program (Available to Students Also)

The College's free and confidential Employee Assistance Program is available to both students and Mission Partners 24 hours per day, 7 days per week. This program provides individuals with the services of licensed professionals, including counselors and legal consultants, at no charge to the victim.

- OSF HealthCare Employee Assistance Program
  (833) 475-0983

c. Off-Campus Advocates and Counselors

Immediate confidential assistance from off-campus advocates and counselors can be obtained from the following resources:

- Center for Prevention of Abuse (sexual assault resources)
  (309) 691-0551
  720 W. Joan Court
  Peoria, IL 61614
  www.centerforpreventionofabuse.org

- Sexual Assault Center for Prevention of Abuse – 24 hour Hotline
  (309) 691-4111 or (1-800) 559-SAFE

- Agape Counseling
  (309) 692-4433
  2001 West Willow Knolls Drive
  Peoria, IL 61614
  www.agapecounselors.net

d. Law Enforcement

Regardless of whether the complainant wishes to make a report to the College, the option to report to local law enforcement is always available. Assistance can be obtained from law enforcement as follows:

- Peoria Police Department Emergency: 911
  Non-Emergency: (309) 673-4521
  600 SW Adams St
  Peoria, IL 61602
  http://www.peoriagov.org/peoria-police-department/

e. Medical Care

Immediate medical care for treatment of injuries, preventative treatment for sexually transmitted diseases and other health care services can be obtained from the following resources:

- OSF Saint Francis Medical Center Emergency Department
  (309) 655-2000
  1306 N. Berkley Avenue
  Peoria, IL 61603
  www.osfhealthcare.org/emergency

- Carle Health Methodist Hospital Emergency Department
  (309) 672-5522
  221 NE Glen Oak Ave
  Peoria, IL 61636
  www.unitypoint.org/peoria/emergency.aspx

Both of these providers have trained Sexual Assault Nurse Examiners available to perform a rape kit in order to preserve evidence of a sexual assault. A victim of sexual assault does not need to make an immediate decision as to whether to seek criminal charges against a perpetrator; however, having a rape kit performed allows the victim the ability to preserve evidence should the victim choose to pursue criminal charges immediately or in the future.

iii. Resources for Ongoing Assistance

The resources below are available to anyone who has been effected by sexual assault or any other Prohibited Conduct.

a. Title IX Coordinator

At the College, the Title IX Coordinator, Kevin Stephens, can be contacted by phone at (309) 655-2291 or by email at kevin.n.stephens@osfhealthcare.org, to help connect with trained advocates and counselors who can provide ongoing assistance, regardless of whether the complainant wishes to make a formal complaint or participate in the institutional disciplinary or criminal process. (See Section II.M. "Reporting and Confidentiality" of this Policy for further information.)

b. Employee Assistance Program (Available to Students Also)

Ongoing counseling and other assistance can also be obtained on-campus by contacting the College's Employee Assistance Program, which is a confidential resource available to both students and Mission Partners, at 833-475-0983.

c. Off-Campus Advocates and Counselors

Ongoing confidential assistance from off-campus advocates and counselors can also be obtained from the following resources:

- Center for Prevention of Abuse (sexual assault resources)
  (309) 691-0551
  720 W. Joan Court
  Peoria, IL 61614
  www.centerforpreventionofabuse.org

- Sexual Assault Center for Prevention of Abuse – 24 Hour Hotline
  (309) 691-4111 or (1-800) 559-SAFE

- Agape Counseling
  (309) 692-4433
  2001 West Willow Knolls Drive
  Peoria, IL 61614
  www.agapecounselors.net

- Domestic Violence Hotline State of Illinois
  (877) 863-6338 or (877) 863-6339 (TTY)

M. Reporting and Confidentiality

i. Talking About What Happened

The College encourages anyone who has experienced sexual assault or any other Prohibited Conduct to talk to somebody in order to can get the support they need, and so the College can respond appropriately.

This Policy is intended to make the College community aware of the various reporting and confidential disclosure options available so individuals can make informed choices about where to turn. The College encourages anyone who has experienced sexual assault or other Prohibited Conduct to talk to someone identified in one or more of these groups.

ii. The Reporting Options

a. Privileged and Confidential Communications

Individuals who wish to speak with someone in confidence have several options.

(i) Professional Counselors

Professional, licensed counselors who provide mental health counseling (including those who act in that role under the supervision of a licensed counselor) will not report any information about an incident to the College without a reporting party's permission.

Following is the contact information for these individuals provided by the College at no charge to the reporting party:

- OSF HealthCare Employee Assistance Program
  (833) 475-0983
  (This service is available to students as well as Mission Partners of the College.)

(ii) Off-Campus Counselors and Advocates

Off-campus counselors, advocates and health care providers will also generally maintain confidentiality and not share information with the College unless the reporting party requests the disclosure and signs a consent or waiver form.

Following is contact information for such off-campus resources:

- Center for Prevention of Abuse (sexual assault resources)
  (309) 691-0551
  720 W. Joan Court
  Peoria, IL 61614
  www.centerforpreventionofabuse.org

- Sexual Assault Center for Prevention of Abuse – 24 Hour Hotline
  (309) 691-4111 or (1-800) 559-SAFE

- Agape Counseling
  (309) 692-4433
  2001 West Willow Knolls Drive
  Peoria, IL 61614
  www.agapecounselors.net

(iii) Exceptions to Confidentiality

While professional and non-professional counselors and advocates may maintain a complainant's confidentiality with respect to the College, they may have reporting or other obligations under state law. Examples of such instances under Illinois law include the following:

- Physicians, nurses and/or medical facility administrators are required to notify local law enforcement when an individual who is not accompanied by a law enforcement official requests treatment at a medical facility and reasonably appears to be the victim of a crime; and
- Physicians, clinical psychologists, and other qualified examiners must report to the Illinois Department of Human Services any person who is determined to pose a clear and present danger to himself, herself or others. Other categories of individuals, including therapists, are legally permitted to disclose information when they determine such disclosure to be necessary in order to protect against an imminent risk of injury to self or others. Such disclosure may include disclosure to law enforcement.
-

b. Communications Which Are Not Privileged or Confidential

(i) Reporting to a College Mission Partner

When a complainant tells a College Mission Partner about Prohibited Conduct, the complainant may expect the College to take immediate and appropriate steps to investigate what happened and to resolve the matter promptly and equitably.

A College Mission Partner should report to the Title IX Coordinator all relevant details about the incident shared by the complainant that the College will need to determine what happened – including the names of the complainant and respondent(s), any witnesses and any other relevant facts, including the date, time and specific location of the alleged incident. A formal complaint will not proceed unless the complainant files such a complaint with the Title IX Coordinator, or the Title IX Coordinator acts as the complainant to file a complaint because it is determined that the safety of the College's community may be at risk.

To the extent possible, information reported to a College Mission Partner will be shared only with people responsible for handling the College's response to the report. A College Mission Partner should not share information with law enforcement without the complainant's consent or unless responding to an authorized inquiry from law enforcement.

Before a complainant reveals any information to a College Mission Partner, the Mission Partner should try to ensure that the complainant understands the Mission Partner's reporting obligations and, if the complainant wants to maintain confidentiality, direct the complainant to confidential resources. If the complainant wants to tell the College Mission Partner what happened but also maintain confidentiality, the Mission Partner should tell the complainant that the College will consider the request, but cannot guarantee that the College will be able to honor it. In reporting the details of the incident to the Title IX Coordinator, the Mission Partner will also inform the Coordinator of the victim's request for confidentiality. College Mission Partners will not pressure a complainant to request confidentiality, but will honor and support the complainant's wishes, including for the College to fully investigate an incident. By the same token, the Mission Partner will not pressure a complainant to make a full report if the complainant is not ready or does not wish to do so.

c. Requesting Confidentiality from the College

If a complainant discloses an incident to a College Mission Partner but wishes to maintain confidentiality or requests that no investigation into a particular incident be conducted or disciplinary action taken, the College, through the

Title IX Coordinator, must weigh that request against the College's obligation to provide a safe, non-discriminatory environment for all students, including the complainant. (For further information on how the decision to investigate is made, *see* Section II.G. "Notice of Complaint and Investigation Procedures" of this Policy.)

If the College honors the request for confidentiality, a complainant must understand that the College's ability to meaningfully investigate the incident and pursue disciplinary action against the respondent(s) may be limited.

Although rare, there are times when the College may not be able to honor a complainant's request for confidentiality in order to provide a safe, non-discriminatory environment for all students. When weighing a complainant's request for confidentiality or request that no investigation or discipline be pursued, the Title IX Coordinator will consider a range of factors, including the following:

- The increased risk that the respondent will commit additional acts of misconduct or violence, such as:
  - whether there have been other complaints about the same respondent;
  - whether the respondent has a history of arrests or records from a prior school indicating a history of violence;
  - whether the respondent threatened further sexual violence or other violence against the victim or others;
  - whether sexual violence was committed by multiple respondents;
- Whether sexual or other violence was perpetrated with a weapon;
- Whether the victim is a minor;
- Whether the College possesses other means to obtain relevant evidence (e.g., security cameras or personnel, physical evidence); and
- Whether the complainant's report reveals a pattern of perpetration (e.g., via illicit use of drugs or alcohol) at a given location or by a particular group.

The presence of one or more of these factors could lead the College to investigate and, if appropriate, pursue disciplinary action. If none of these factors is present, the College will likely respect the complainant's request for confidentiality.

If the College determines that it cannot maintain a complainant's confidentiality, the College will inform the complainant prior to starting an investigation and will, to the extent possible, only share information with people responsible for handling the College's response. The College will not require a complainant to participate in any investigation or disciplinary proceeding if the complainant does not wish to do so. If the College determines that it can respect a complainant's request for confidentiality, the College will make supportive measures available to the complainant, as applicable.

d. **Miscellaneous**

(i) Take Back the Night and Other Public Awareness Events

Public awareness events such as "Take Back the Night," the Clothesline Project, candlelight vigils, protests, "survivor speak outs" or other fora in which students disclose incidents of sexual violence are not considered notice to the College of sexual violence for purposes of triggering its obligation to investigate any particular incident(s).

(ii) **Clery Act Reporting**

Certain campus officials have a duty to report sexual misconduct and certain other Prohibited Conduct for federal statistical reporting purposes under the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime

Statistics Act (the "Clery Act"). All personally-identifiable information is kept confidential – neither the identity of the complainant or respondent are ever revealed in the College's annual Campus Security Report – but statistical information regarding the type, date and general location of the incident (i.e., on-campus, off-campus, etc.) may be published. This report helps to provide the community with a clear picture of the extent and nature of campus crime, to ensure greater community safety.

(iii) Emergency Notifications and Timely Warnings

College administrators 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 campus community. The College will ensure that a complainant'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. When it has been determined that a crime creates a threat of continuing danger to the campus community, a crime alert will be posted throughout the campus, and an e-mail will be sent to the campus community. The Dean, after agreement with the President, will be responsible for issuing the timely warnings.

(iv) Appearance of a Conflict of Interest

In the event that the incident, policy or procedure about which the student seeks to file a report or complaint creates the appearance of a conflict of interest with one of the Title IX Coordinator, the assigned investigator or the members of the Hearing Committee, students may contact any other member of the Hearing Committee or the Title IX Coordinator, or notify the President of the Colleges of Health Science.

N. Title IX Coordinator

i. Role of the Title IX Coordinator

Pursuant to federal law, the College's Title IX Coordinator has primary responsibility for coordinating the College's efforts to comply with and carry out its responsibilities under Title IX. The Title IX Coordinator oversees the College's response to reports and complaints that involve possible sex discrimination to monitor outcomes, identify and address any patterns, and assess effects on the campus climate, so the College can address issues that affect the wider College community.

A member of the College community should contact the Title IX Coordinator in order to:

- Seek information or training about individuals' rights and courses of action available to resolve reports or complaints that involve potential sex discrimination, including Prohibited Conduct;
- File a complaint or make a report of sex discrimination, including Prohibited Conduct;
- Notify the College of an incident or policy or procedure that may raise potential Title IX concerns;
- Get information about available resources (including confidential resources) and support services relating to sex discrimination, including Prohibited Conduct; and
- Ask questions about the College's policies and procedures related to sex discrimination, including this Policy.

ii. Title IX Coordinator's functions and responsibilities include the following:

a. Training for Those Involved in Title IX Matters

The Title IX Coordinator will monitor that appropriate training, as mandated by federal or state laws, will be provided to:

- The Title IX Coordinator;
- The Title IX Investigator(s);
- All members of the Hearing Committee; and,
- The President (as part of the Appeal Process)

b. Training for Students and Mission Partners

The Title IX Coordinator provides or facilitates ongoing training, consultation and technical assistance on Title IX for all students and Mission Partners, including:

- Regular training for Mission Partners outlining their rights and obligations under Title IX, including the appropriate response to reports of sexual harassment, the obligation to report sexual harassment to appropriate College officials and the extent to which counselors and advocates may keep a report confidential; and

- Regular training for students outlining their rights under Title IX; with regard to sexual harassment, this training will include: what constitutes sexual harassment and when it creates a hostile environment, the definition of consent, reporting options (including reports to Mission Partners, campus and local law enforcement, and confidential reporting to counselors or advocates), the grievance procedures used to process complaints, applicable disciplinary code provisions relating to sexual harassment and the consequences of violating those provisions, the role of alcohol and drugs in sexual harassment, the effects of trauma, strategies and skills for bystander intervention, the offices or individuals with whom students can speak confidentially, the offices or individuals who can provide support services, the Mission Partners who must report incidents to the Title IX coordinator and Title IX's protections against retaliation.

c. Investigations

The Title IX Coordinator oversees many aspects in connection with the reporting and investigatory processes under Title IX, including:

- Determining whether the report or complaint alleges conduct that may, upon investigation, constitute Prohibited Conduct under this Policy;
- Appointing an investigator upon such determination;
- Making certain that individual reports and complaints are handled properly and in a prompt and timely manner;
- Informing all parties regarding the grievance process;
- Confirming that all parties have been notified of any determination as a result of the grievance process and of the right to, and procedures for, appeal, if applicable;
- Maintaining information and documentation related to the investigation in a secure manner; and
- Monitoring compliance with timeframes specified in the grievance procedures.

The Title IX Coordinator also evaluates requests for confidentiality by those who report or complain about Prohibited Conduct in the context of the College's responsibility to provide a safe and nondiscriminatory environment for all students.

d. Remedies, Including Interim Supportive Measures

Upon learning of a report or complaint of Prohibited Conduct, the Title IX Coordinator will promptly take steps to ensure the complainant and respondent's equal access to the College's programs and activities and to protect the complainant, as necessary. Such steps include taking interim supportive measures before the final outcome of any investigation, providing remedial measures after the final outcome of investigation and making the complainant aware of all available resources, including victim advocacy, academic support, counseling, disability services, health and mental health services, and legal assistance.

Upon a determination that a policy violation occurred, the Title IX Coordinator determines whether campus-wide remedies should be adopted in response, including review and revision of the College's policies, increased monitoring, supervision or security at specific locations, and increased education and prevention efforts.

e. Monitoring and Advising

In order to address sexual harassment on campus and ensure ongoing compliance with Title IX, the Title IX Coordinator:

a. Coordinates campus climate surveys;
b. Analyzes data collected by any climate surveys to assess the rates and nature of sexual harassment, any location hot-spots or risk factors; knowledge of the College's sexual harassment policies, procedures and resources and the consequences of violating such policies; and the effectiveness of the College's efforts to ensure that the College is free from sexual harassment;
c. Reviews regularly all reports and complaints raising potential Title IX issues throughout the College to ensure that the College responded consistent with its Title IX obligations, even if the report or complaint was initially filed or raised with another individual;
d. Reviews regularly all reports and complaints raising potential Title IX issues throughout the College to identify and address any patterns;
e. Reviews regularly the College's policies and procedures to ensure that they comply with the requirements of Title IX;
f. Organizes and maintains files related to grievances, reports, complaints and other records of potential sex discrimination, including sexual harassment, in a secure manner;
g. Assesses regularly the College's compliance with, and the effectiveness of, policies and procedures related to sex discrimination, including sexual harassment, and recommends modifications where appropriate;
h. Consults regularly with the President of the College and campus stakeholders to promote campus-wide awareness and discussion of Title IX-related issues, and develop and implement any modifications of policies and procedures to prevent and eliminate sex discrimination, including sexual harassment; and
i. Ensures that appropriate policies and procedures are in place for working with local law enforcement and coordinating with local victim advocacy organizations and service providers, including rape crisis centers.

O. Prevention, Education and Training

The College is committed to providing prevention training and education to its community, including training on this Policy. The Title IX Coordinator shall ensure that training or educational programs are available to students and Mission Partners on an at least yearly basis on the topics of sexual harassment, sexual assault, and domestic/dating violence and/or stalking. The Title IX Coordinator shall also ensure that the Title IX Investigators, the Hearing

Committee members, the President and all Mission Partners receive adequate training on issues related to sexual harassment, sexual assault, domestic/dating violence and stalking, as well as on this Policy.

P. Administrative Contacts

While the College strives to be able to resolve any complaints of Prohibited Conduct within the organization, the College acknowledges the right of an aggrieved person to contact federal or state entities for purposes of discussing and potentially filing a formal complaint.

An aggrieved individual may file a charge of sexual harassment with the Illinois Department of Human Rights and/or the Federal Equal Employment Opportunity Commission.

Illinois Department of Human Rights
100 West Randolph Street
James R. Thompson Center, Suite 10-100
Chicago, IL 60601
Telephone: (312) 814-6200

Illinois Human Rights Commission State of Illinois
100 West Randolph Street
James R. Thompson Center, Suite 5-100
Chicago, IL 60601
Telephone: (312) 814-6269

Equal Employment Opportunity Commission Chicago District Office
500 West Madison Street, Suite 2800
Chicago, IL 60661-2511
Telephone: (312) 353-2713

An aggrieved person may also file a complaint with the Office for Civil Rights under the U.S. Department of Education (the "OCR"). The OCR office for Illinois is located at:

Chicago Office
Office for Civil Rights
U.S. Department of Education Citigroup Center
500 West Madison Street, Suite 1475
Chicago, IL 60661-4544

Telephone: (312) 730-1560
FAX: (312) 730-1576; TDD: 800-877-8339
Email: OCR.Chicago@ed.gov

Or, an aggrieved person may contact the Educational Opportunities Section of the Civil Rights Division of the U.S. Department of Justice at http://www.justice.gov/crt/complaint/#three.

III. INTERIM POLICY ON OTHER SEXUAL MISCONDUCT

The College's Title IX Policy Against Sexual Harassment is designed to address conduct that falls within Title IX of the Education Amendments of 1972 and its implementing regulations. This Interim Policy on

Other Sexual Misconduct is designed to address sexual misconduct that falls outside the jurisdiction of the Interim Title IX Sexual Harassment Policy, including conduct that violates the Illinois Human Rights Act and the Illinois Preventing Sexual Violence in Higher Education Act, as set forth below.

This Interim Policy on Other Sexual Misconduct applies to other sexual misconduct that is committed by students, faculty, staff, or third parties, whenever the misconduct falls outside of the Title IX Policy Against Sexual Harassment and occurs: (1) on College property; or (2) off College property, if: a) the conduct was in connection with a College program or activity; or b) the conduct may have the effect of creating a hostile environment for a member of the College community.

"Other sexual misconduct" is unwelcome conduct on the basis of sex, including sexual orientation and gender identity. Other sexual misconduct includes unwelcome sexual advances; requests for sexual favors; and other verbal, nonverbal, graphic, or physical conduct of a sexual nature or based on sexual orientation or gender identity, that satisfies one or more of the following: (1) an employee of the College either explicitly or implicitly conditioning the provision of an aid, benefit, or services of the College, such as an individual's employment or academic standing (for example, academic evaluation, grades, or advancement) on an individual's participation in unwelcome sexual conduct (*quid pro quo*), which may occur whether a person resists and suffers the threatened harm or the person submits and avoids the threatened harm; or (2) unwelcome conduct determined by a reasonable person to be so severe, persistent, or pervasive that it effectively denies a person access to the College's education or work programs or activities (hostile environment). Whether the alleged behavior constitutes other sexual misconduct may depend on a variety of factors, including: the degree to which the behavior affected one or more person's education or employment; the type, frequency, and duration of the behavior; the relationship between the parties; the number of people involved; and the context in which the behavior occurred.

Conduct is unwelcome if a person did not consent to it. Consent is agreement, assent, approval or permission given voluntarily and may be communicated verbally or by actions. That a person welcomes some sexual contact does not necessarily mean that person welcomes other sexual contact. Similarly, that a person willingly participates in conduct on one occasion does not necessarily mean that the same conduct is welcome on a subsequent occasion. In addition, when a person is incapacitated, meaning so impaired as to be incapable of giving consent, conduct of a sexual nature is deemed unwelcome, provided that the respondent knew or reasonably should have known of the person's incapacity.

The remedies (including interim supportive measures), resources and confidentiality provisions of the Title IX Policy Against Sexual Harassment also apply to other allegations of misconduct under this Interim Policy on Other Sexual Misconduct.

The College encourages the reporting of all concerns regarding other sexual misconduct. Sometimes individuals are hesitant to report instances of other sexual misconduct because they fear they may be charged with other policy violations, such as underage alcohol consumption. Because the College has a paramount interest in protecting the well-being of its community and remedying other sexual misconduct, other policy violations will be considered, if necessary, separately from allegations under this Policy.

It is the policy of the College to respond promptly and equitably to allegations of other sexual misconduct. Violations of this Interim Policy on Other Sexual Misconduct may result in the imposition of sanctions

ranging from an admonition or warning up to, and including, termination or expulsion, as determined by the College. Pursuant to this Interim Policy on Other Sexual Misconduct, the College also may impose a variety of remedies, ranging from course-related adjustments and no contact orders to restrictions on access to campus, campus locations, or campus activities.

Retaliation against an individual for making a report or complaint of sexual harassment, or for participating or refusing to participate in any proceeding regarding such a complaint, or for opposing discriminatory practices is prohibited.

Submitting a complaint that is not in good faith or providing materially false or misleading information in any such proceeding is also prohibited, provided that a determination regarding responsibility or lack of responsibility, alone, is not sufficient to conclude that any party made a materially false statement in bad faith.

Campus Training, Education and Awareness

A. Student Primary Prevention Programming

> Identify all institutional actions and strategies intended to prevent sexual violence before it occurs by means of changing social norms and other approaches, including, without limitation, training programs, poster and flyer campaigns, electronic communications, films, guest speakers, symposia, conferences, seminars or panel discussions that occurred during the 2020 calendar year. *See* 110 ILCS 155/30(b).

Saint Francis Medical Center College of Nursing
Student Primary Prevention Programming

Program Name	Type/Description	Dates	Location(s)	Target Audience	Number of Attendees
Resident Assistant (RA) Training,	**Training** for RAs re: the College policies, signs of alcohol & other drug / sexual abuse, resources, etc.	January 2024	College of Nursing classroom	Resident Assistants	6
New Student BSN Orientation,	**Presentation** Provided education and resources at the College of Nursing, within the community and national hotlines; Review Alcohol & Other Drug Abuse Policy, Title IV, VAWA, & Illinois Human Rights Act	January and August 2024	Online modules	Students	66
The Center for Prevention of Abuse	**Pamphlet**	Ongoing	Student Dining/Rec Room, Level B Counseling Office on Floor 1	Students, Faculty, & Staff	Available to all persons on campus
Title IX, Sexual Harassment, and Alcohol & Other Drug Abuse Policy Notification	**Email Notification** of policies, rights, & resources available	August 2024	College of Nursing	Students, Faculty, & Staff	All on campus & distance learning students, faculty & staff

Program Name	Type/Description	Dates	Location(s)	Target Audience	Number of Attendees
Resident Assistant (RA) Training,	**Training** for resident assistants re: College policy, signs of abuse, resources, etc.	Aug 2024	College of Nursing, Office 132	Resident Assistants	6
New Student BSN Orientation,	**Presentation** Provided education and resources at the College of Nursing, within the community and national hotlines; Review Alcohol & Other Drug Abuse Policy, Title IV, VAWA, & Illinois Human Rights Act	Aug 2024	OSF Saint Francis Medical Center, Jump Trade Education and Simulation Center	Students	75
All College Meeting Title IX	**Presentation** Dean, Support Services	Aug 2024	White School Auditorium	Faculty & Staff	73
Annual Notice	**Email** to all students	Sept 2024	College of Nursing	Students	576
Suicide Prevention Month	**Poster Campaign / Pamphlets**	Sept 2024	College of Nursing	Students, Faculty, & Staff	Visible to all persons on campus
Managing Test Anxiety	**Presentation** Counselor	Sept 2024	College of Nursing	Students	42
Workplace Violence Training	**OSF Online Learning & Live Classes**	Sept 2024	College of Nursing	All faculty, staff & undergraduate students	321

Program Name	Type/Description	Dates	Location(s)	Target Audience	Number of Attendees
Identifying and Assessing Victims of Abuse and Neglect	**OSF Online Learning**	Sept 2024	OSF Corp Univ. Online	Faculty & Staff	73
Breast Cancer Awareness Month	**Posters / Pamphlets**	Oct 2024	College of Nursing	Students, Faculty, & Staff	Available to all persons on campus
Mental Illness Awareness Month	**Poster Campaign / Pamphlets**	Oct 2024	College of Nursing	Students	Visible to all persons on campus
Silver Cloud Mental Health Tool	**Online** Disseminated information on the Silver Cloud online 24/7 mental health support tool through OSF Healthcare SFMC	Oct 2024	Online	Students, Faculty, & Staff	Available online to students, faculty, staff
Paws to Relax	**Therapy Dogs** 1st week of finals	Dec 2024	College of Nursing West Rec Room	Students, faculty, & staff	20
Paws to Relax	**Therapy Dogs** 1st week of finals	May 2025	College of Nursing West Rec Room	Students, faculty, & staff	20
Resident Assistant (RA) Training,	**Training** for resident assistants re: College policy, signs of abuse, resources, etc.	Aug 2024	College of Nursing, Office 132	Resident Assistants	6

New Student BSN Orientation,	**Presentation** Provided education and resources at the College of Nursing, within the community and national hotlines; Review Alcohol & Other Drug Abuse Policy, Title IV, VAWA, & Illinois Human Rights Act	Aug 2025	OSF Saint Francis Medical Center, Jump Trade Education and Simulation Center	Students	95
All College Meeting Title IX	**Presentation** Dean, Support Services	Aug 2025	White School Auditorium	Faculty & Staff	73
Workplace Violence Training	**OSF Online Learning & Live Classes**	Sept 2025	College of Nursing	All faculty, staff & undergraduate students	330
Suicide Prevention Month	**Poster Campaign / Pamphlets**	Sept 2025	College of Nursing	Students, Faculty, & Staff	Visible to all persons on campus
Mental Illness Awareness Month	**Poster Campaign / Pamphlets**	Oct 2025	College of Nursing	Students	Visible to all persons on campus
Annual Notice	**Email** to all students	Oct 2025	College of Nursing	Students	576
Paws to Relax	**Therapy Dogs** 1st week of finals	Dec 2025	College of Nursing West Rec Room	Students, faculty, & staff	20

Primary Prevention & Awareness Program Definitions

All students, faculty and staff are advised that the College prohibits the offenses of domestic violence, dating violence, sexual assault, and stalking. The next section contains definitions regarding those topics which apply in the state of Illinois.

Saint Francis Medical Center College of Nursing

Crime Type	Definition
Dating Violence	The College has determined (based on good-faith research) that Illinois law does not define the term dating violence.
Domestic Violence (750 ILCS 60/103)	1) "Abuse" means physical abuse, harassment, intimidation of a dependent, interference with personal liberty or willful deprivation but does not include reasonable direction of a minor child by a parent or person in loco parentis. 2) "Domestic Violence" means abuse as defined in paragraph (1).
Additionally, Illinois law also defines the following crimes: Domestic Battery (750ILCS 5/12-3.2(a))	A person commits domestic battery if he or she knowingly without legal justification: 1) Causes bodily harm to any family or household member. 2) Makes physical contact of an insulting or provoking nature with any family or household member.
Aggravated Domestic Battery (750 ILCS 5/12-3.3)	(a) A person who, in committing a domestic battery, knowingly causes great bodily harm, or permanent disability or disfigurement commits aggravated domestic battery. (a-5) A person who, in committing a domestic battery, strangles another individual commits aggravated domestic battery. For the purposes of this subsection (a-5), "strangle" means intentionally impeding the normal breathing or circulation of the blood of an individual by applying pressure on the throat or neck of that individual or by blocking the nose or mouth of that individual.
(750 ILCS 5/12-0.1)	For purposes of the above crimes, "family or household members" is defined as:

	"Family or household members" include spouses, former spouses, parents, children, stepchildren, and other persons related by blood or by present or prior marriage, persons who share or formerly shared a common dwelling, persons who have or allegedly have a child in common, persons who share or allegedly share a blood relationship through a child, persons who have or have had a dating or engagement relationship, persons with disabilities and their personal assistants, and caregivers as defined in Section 12-4.4a of this code (Illinois Compiled Statutes). For purposes of this Article, neither a casual acquaintanceship nor ordinary fraternization between two individuals in business or social contexts shall be deemed to constitute a dating relationship.
Stalking (720 ILCS 5/12-7.3)	(a) A person who commits stalking when he or she knowingly engages in a course of conducted directed at a specific person, and he or she knows or should know that this course of conduct would cause a reasonable person to 1) fear for his or her safety or the safety of a third person or 2) suffer other emotional distress. (a-3) A person commits stalking when he or she, knowingly and without lawful justification, on at least two separate occasions follows another person or places the person under surveillance or any combination thereof and 1) at any time transmits a threat of immediate or future bodily harm, sexual assault, confinement or restraint and the threat is directed towards that person or a family member of that person; or 2) places that person in reasonable apprehension of immediate or future bodily harm, sexual assault, confinement or restraint to or of that person or a family member of that person. (a-5) A person commits stalking when he or she has previously been convicted of stalking another person and knowingly and without lawful justification on one occasion 1) follows that same person or places that same person under surveillance; and 2) transmits a threat of immediate or future bodily harm, sexual assault, confinement or restraint to that person or a family member of that person.
Additionally, Illinois law also defines the following crimes:	

Aggravated Stalking (720 ILCS 5/12-7.4)	(a) A person commits aggravated stalking when he or she commits stalking and 1) causes bodily harm to the victim; 2) confines or restrains the victim; or 3) violates a temporary restraining order, and order of protection, a stalking no contact order, a civil no contact or an injunction prohibiting the behavior described in subsection (b) (1) of Section 214 of the Illinois Domestic Violence Act of 1986.
	(a-1) A person commits aggravated stalking when he or she is required to register under the Sex Offender Registration Act or has been previously required to register under the Act and commits the offense of stalking when the victim of the stalking is also the victim of the offense for which the sex offender is required to register under the Sex Offender Registration Act or a family member of the victim.

Cyberstalking (750 ILCS 5/12-7.5)	(a) A person commits cyberstalking when he or she engages in a course of conduct using electronic communication directed at a specific person, and he or she knows of should know that would cause a reasonable person to 1) fear for his or her safety or the safety of a third person or 2) suffer other emotional distress. (a-3) A person commits cyberstalking when he or she, knowingly and without lawful justification, on at least two separate occasions harasses another person or places the person through the use of electronic communication and 1) at any time transmits a threat of immediate or future bodily harm, sexual assault, confinement or restraint and the threat is directed towards that person or a family member of that person; or 2) places that person or a family member of that person in reasonable apprehension of immediate or future bodily harm, sexual assault, confinement or restraint; or 3) at any time knowingly solicits the commission of an act by any person which would be a violation of this Code directed towards that person or a family member of that person. (a-5) A person commits cyberstalking when he or she, knowingly and without lawful justification, creates and maintains an Internet website or webpage which is accessible to one or more third parties for a period of at least 24 hours, and which contains statements harassing another person and 1) which communicates a threat of immediate or future bodily harm, sexual assault, confinement or restraint, where the threat is directed towards that person or a family member of that person, or 2) places that person or a family member of that person in reasonable apprehension of immediate or future bodily harm, sexual assault, confinement or restraint, or 3) which knowingly solicits the commission of an act by any person which would be a violation of this Code directed towards that person or a family member of that person.

Sexual Assault (720 ILCS 5/11-1.20(a))	A person commits criminal sexual assault if that person commits an act of sexual penetration and 1) uses force or threat of force; 2) knows that the victim is unable to understand the nature of the act or is unable to give knowing consent; 3) is a family member of the victim, and the victim is under 18 years of age; 4) is 17 years of age or over and holds a position of trust, authority, or supervision in relation to the victim, and the victim is at least 13 years of age but under 18 years of age.

Additionally, Illinois law also defines the following crimes: Aggravated Criminal Sexual Assault (720 ILCS 5/11-1.30)	a) A person commits aggravated criminal sexual assault if that person commits criminal sexual assault and any of the following aggravating circumstances exist during the commission of the offense or, for purposes of paragraph (7), occur as part of the same course of conduct as the commission of the offense: 1) the person displays, threatens to use, or uses a dangerous weapon, other than a firearm, or any other object fashioned or used in a manner that leads the victim, under the circumstances, reasonably to believe that the object is a dangerous weapon; 2) the person causes bodily harm to the victim, except as provided in paragraph (10); 3) the person acts in a manner that threatens or endangers the life of the victim or any other person; 4) the person commits the criminal sexual assault during the course of committing or attempting to commit another felony; 5) the victim is 60 years of age or older; 6) the victim is a person with a physical disability; 7) the person delivers (by injection, inhalation, ingestion, transfer of possession, or any other means) any controlled substance to the victim without the victim's consent or by threat or deception for other than medical purposes; 8) the person is armed with a firearm; 9) the person personally discharges a firearm during the commission of the offense, and that discharge proximately causes great bodily harm, permanent disability, permanent disfigurement, or death to another person. b) A person commits aggravated criminal sexual assault if that person is under 17 years of age and i) commits an act of sexual penetration with a victim who is under 9 years of age; or ii) commits an act of sexual penetration with a victim who is at least 9 years of age but under 13 years of age and the person uses force or threat of force to commit the act. c) A person commits aggravated criminal sexual assault if that person commits an act of sexual penetration with a victim who is a person with a severe or profound intellectual disability.

Predatory Criminal Sexual Assault of a Child (720 ILCS 5/111.40(a))	A person commits predatory criminal sexual assault of a child if that person is 17 years of age or older, and commits an act of contact, however slight, between the sex organ or anus of one person and the part of the body of another person for the purpose of sexual gratification or arousal of the victim or the accused, or an act of sexual penetration, and 1) the victim is under 13 years of age; or 2) the victim is under 13 years of age and that person A) is armed with a firearm; B) personally discharges a firearm during the commission of the offense; C) causes great bodily harm to the victim that i) results in permanent disability; or ii) is life threatening; or D) delivers (by injection, inhalation, ingestion, transfer of possession, or any other means) any controlled substance to the victim without the victim's consent or by threat or deception for other than medical purposes
Rape, Fondling, Incest, Statutory Rape	For purposes of the Clery Act, the term "sexual assault" includes the offenses of rape, fondling, incest, and statutory rape. The College has determined (based on good-faith research) that Illinois law does not define these terms.
Oher Crimes that could be Sexual Assault:	
Criminal Sexual Abuse (720 (ILCS 5/11-1.50)	a) A person commits criminal sexual abuse if that person 1) commits an act of sexual conduct using force or threat of force; or 2) commits an act of sexual conduct and knows that the victim is unable to understand the nature of the act or is unable to give knowing consent. b) A person commits criminal sexual abuse if that person is under 17 years of age and commits an act of sexual penetration or sexual conduct with a victim who is under 9 years of age but under 17 years of age. c) A person commits aggravated criminal sexual assault if that person commits an act of sexual penetration or sexual conduct with a victim who is at least 13 years of age but under 17 years of age and the person is less than 5 years older than the victim.

Aggravated Criminal Sexual Abuse (720 ILCS 5/11-1.60)	a) A person commits aggravated criminal sexual abuse if that person commits criminal sexual abuse and any of the following aggravating circumstances exist i) during the commission of the offense or, ii) for purposes of paragraph (7), as part of the same course of conduct as the commission of the offense: 1) the person displays, threatens to use, or uses a dangerous weapon, other than a firearm, or any other object fashioned or used in a manner that leads the victim, under the circumstances, reasonably to believe that the object is a dangerous weapon; 2) the person causes bodily harm to the victim; 3) the victim is 60 years of age or older; 6) the victim is a person with a physical disability; 4) the victim is a person with a physical disability; 5) the person acts in a manner that threatens or endangers the life of the victim or any other person; 6) the person commits the criminal sexual abuse during the course of committing or attempting to commit any other felony; or 7) the person delivers (by injection, inhalation, ingestion, transfer of possession, or any other means) any controlled substance to the victim for other than medical purposes without the victim's consent or by threat or deception. b) A person commits aggravated criminal sexual abuse if that person commits an act of sexual conduct with a victim who is under 18 years of age and the person is a family member. c) A person commits aggravated criminal sexual abuse if: 1) that person 17 years of age or over, and (i) commits an act sexual conduct with a victim who is under 13 years of age; or (ii) commits an act of sexual conduct with a victim who is at least 13 years of age but under 17 years of age and the person uses force or threat of force to commit the act; or 2) that person is under 17 years of age and: (i) commits an act of sexual conduct with a victim who is under 9 years of age; or (ii) commits an act of sexual conduct with a victim who is at least 9 years of age but under 17 years of age and the person uses force or threat of force to commit the act. d) A person commits aggravated criminal sexual abuse if that person commits an act of sexual penetration or sexual conduct with a victim who is at least 13 years of age but under 17 years of age and the person is at least 5 years older than the victim. e) A person commits aggravated criminal sexual abuse if that person commits an act of sexual conduct with a victim who is a person with a severe or profound intellectual disability.

	f) A person commits aggravated criminal sexual abuse if that person commits an act of sexual conduct with a victim who is at least 13 years of age but under 18 years of age and the person is 17 years of age or over and holds a position of trust, authority, or supervision in relation to the victim.
Sexual Relations Within Families (720 ILCS 5/11-11(a))	A person commits sexual relations within families if he or she: 1) Commits an act of sexual penetration as defined in Section 11-0.1 of this Code; and 2) The person knows that he or she is related to the other person as follows: (i) brother or sister, either of the whole blood or the half-blood; or (ii) father or mother, when the child, regardless of legitimacy and regardless of whether the child was of the whole blood or half-blood or was adopted, was 18 years of age or over when the act was committed; or (iii) stepfather or stepmother, when the stepchild was 18 years of age or over when the act was committed; or (iv) aunt or uncle, when the niece or nephew was 18 years of age or over when the act was committed; or (v) great-aunt or greatuncle, when the grand=niece or grand-nephew was 18 years of age or over when the act was committed; or (vi) grandparent or step-grandparent when the grandchild or step-grandchild was 18 years of age or over when the act was committed.
Consent (as it relates to sexual activity) (720 ILCS 5/11-1.70)	a) "Consent" means a freely given agreement to the act of sexual penetration or sexual conduct in question. Lack of verbal or physical resistance or submission by the victim resulting from the use of force or threat of force by the accused shall not constitute consent. The manner of dress of the victim at the time of the offense shall not constitute consent. b) A person who initially consents to sexual penetration or sexual conduct is not deemed to have consented to any sexual penetration or sexual conduct that occurs after he or she withdraws consent during the course of that sexual penetration or sexual conduct.

B. Employee Training

Identify all training provided to higher education institution employees who, with respect to reports of sexual violence, domestic violence, dating violence or stalking: (1) receive student reports, (2) refer or provide services to survivors or (3) participate in the complaint resolution procedure. *See* 110 ILCS 155/30(c). If necessary, append additional pages.

Program Name	Type/Description	Date(s)	Location(s)	Target Audience	Number of Attendees
Harassment Free Workplace	Mandatory Online Module	September 2026	OSF Healthcare online learning system	Faculty Staff	73

II. Reports

Identify the total number of reports made to the following groups of individuals in the 2025 calendar year. If a higher education institution is aware that a student reported an incident more than once, it may provide an explanation for this or any other additional information regarding its reports. *See* 110 ILCS 155/25 and 110 ILCS 205/9.21(b).

	Reports to the Title IX coordinator/responsible employees	Reports to confidential and anonymous resources
Sexual violence	0	0
Domestic violence	0	0
Dating violence	0	0
Stalking	0	0

A. Responses to Reports to the Title IX Coordinator or Responsible Employees

	Survivor requested not to proceed with the complaint resolution	HEI investigated allegation	HEI referred allegation to local or State law enforcement	HEI resolved allegation through complaint resolution procedure
Sexual violence	0	0	0	0
Domestic violence	0	0	0	0
Dating violence	0	0	0	0
Stalking	0	0	0	0

B. Complaint Resolution Procedure Outcomes

	Found not responsible for violation of	Dismissed/ expelled	Suspended	Otherwise disciplined
Sexual violence	0	0	0	0
Domestic violence	0	0	0	0
Dating violence	0	0	0	0
Stalking	0	0	0	0

ALCOHOL & DRUG ABUSE POLICY

Saint Francis Medical Center College of Nursing seeks to inform all students, faculty, and staff about the effects of drugs and alcohol.

The College has developed an Alcohol and Drug Abuse Prevention Program designed to:

- increase awareness and knowledge of drug and alcohol abuse.
- recognize individuals with a problem.
- make appropriate professional referrals for those in need.

Objectives of the Program

- Have alcohol and drug free students, faculty and staff
- Increase knowledge and awareness of alcohol and other drug abuse through regularly scheduled educational programs
- Recognize indicators of potential problems for intervention and/or referral
- Provide assistance and/or referral for individuals identified as having problems related to alcohol and other abuse
- Establish disciplinary guidelines for violations of the Alcohol and other Drug Abuse Policy

INTRODUCTION

This information has been prepared to fulfill the requirements of the Drug-Free Workplace Act of 1988 (Public Law 101-690), and Section 22 of The Drug-Free Schools and Communities Act Amendments of 1989 (Public Law 101-226). The law requires that institutions adopt and implement a program to prevent the illicit use of drugs and the abuse of alcohol by students and employees in order to maintain eligibility for participation in any of the Federal financial assistance programs. The program must include the following:

- Standards of conduct that clearly prohibit the unlawful possession, use, or distribution of drugs and alcohol by students and employees on the institution's property or as any part of the institution's activities;

- A description of the applicable legal sanctions under local, State, and Federal law for unlawful possession, use, or distribution of illicit drugs and alcohol;
- A description of the health risks associated with the use of illicit drugs and the abuse of alcohol;
- A description of any drug and alcohol counseling, treatment, or rehabilitation programs that are available to students and employees;
- A clear statement that the institution will impose disciplinary sanctions on students and employees for violations of the Standards of Conduct and a description of those sanctions up to and including expulsion or termination of employment, and referral for prosecution for violations of the standards of conduct;
- A biennial review of the institution's programs related to effectiveness and consistency of enforcement of sanctions.

Information regarding all of the above requirements is found within this booklet. New Junior 1 students, administration, faculty, professional staff, and staff will receive hard copies of the Student Handbook. Other students, interested persons may have access to the Student Handbook by going to the College's website: www.sfmccon.edu

6/06, 6/07, 6/08, 08/21

Additional information may be accessed through www.justice.gov/dea and www.samhsa.gov

STANDARDS OF CONDUCT ALCOHOL AND OTHER DRUG ABUSE PREVENTION

Saint Francis Medical Center College of Nursing seeks to inform all students, faculty, and staff about the effects of alcohol and other drugs. The College recognizes alcohol and other drug abuse as health problems.

The College of Nursing has developed an Alcohol and other Drug Abuse Prevention Program designed to: increase student, faculty and staff awareness and knowledge of drug and alcohol abuse; recognize individuals with problems; and make appropriate professional referrals. The objectives of the program are to:

1. Have alcohol and drug free students, faculty, and staff.
2. Increase knowledge and awareness of alcohol and other drug abuse through regularly scheduled educational programs.
3. Recognize indicators of potential problems for intervention and/or referral.
4. Provide assistance and/or referral for individuals identified as having problems related to alcohol and other abuse.
5. Establish disciplinary guidelines for violations of the Alcohol and other Drug Abuse policy.

Referrals for immediate assistance may be made to the:

- College Counselor, Office 112, phone (309) 655-7100
- OSF SFMC Emergency Department, 530 NE Glen Oak, (309) 624-0087
- OSF SFMC Center for Occupational Health, 100 NE Randolph St, (309) 655-2429

Referrals for treatment for substance abuse will be made to a community agency such as:

- White Oaks Center, 3400 W. New Leaf Lane, Peoria, IL, 61615, (309) 692-6900
- Illinois Institute for Addiction Recovery, Proctor Hospital, 5409 N. Knoxville Ave, Peoria, IL 61614, (309) 691-1004
- Antioch Group, 6615 N. Big Hollow Rd., Peoria, IL. 61615, (309) 692-6622

The student pays the cost for treatment. These agencies provide inpatient and outpatient treatment, counseling, and educational services in the community of Peoria. All documentation related to a student's assessment and treatment is confidential and kept in the Counselor's office.

SECTION I: ALCOHOL AND OTHER DRUG ABUSE POLICY

A. The following have been identified by the College of Nursing as prohibited:
   1. Possession or use of alcohol or any alcoholic beverages in the Residence Hall or College campus.
   2. Possession or use of any controlled substance or dangerous drug as defined by Section 812, Schedules I. - V., of Title 21, United States Code, Section 801, including but not limited to marijuana, any narcotic drug, and hallucinogen, any stimulants, any depressant, or any date rape drugs.
   3. Any glue or aerosol paint as defined by state law or any other chemical substance, including but not limited to, lighter fluid and reproduction fluid, for inhalation.
   4. Any abuse or overuse of prescription or "over-the-counter" medications, such as: vitamins, laxatives, aspirin, or other pain relievers, diet pills, "no-doze" pills, cough syrup, not taken as prescribed.

B. It shall be against the College of Nursing policy for any student to:
   1. Violate Federal, State, or local law regarding drugs and alcohol.
   2. Possess, use, or distribute any drug or alcohol in violation of law.
   3. Possess alcoholic beverages and/or controlled substances in the Residence.

C. The College will refer illegal drug activities to law enforcement and licensing agencies.

D. Any alcoholic beverages available at off campus College sponsored functions MUST be under the control of and served by an establishment with a liquor license. The College will NOT be responsible for alcoholic beverages at such events.

SECTION II: ALCOHOL AND OTHER DRUG ABUSE POLICY AND PROCEDURE

Any College of Nursing Faculty, Professional Staff, Support Staff, and Resident Assistant who has reasonable cause to suspect that a student is under the influence of alcohol and/or drugs in the classroom, clinical area, or public areas of the College of Nursing should:

1. Document behavior and/or complete Saint Francis Medical Center College of Nursing Observation Checklist at the end of this Substance Abuse Prevention Handbook.
2. Contact Counselor, Student Health Nurse, President or Dean.
3. Coordinate transfer of the student from the clinical area to a setting designated by the Counselor, Student Health Nurse, President, or Dean. The student is responsible for providing a driver for transportation to the agreed destination.
4. If a student has a dorm/study room, inspect student's room, per the Building Rules and Regulations Contract, with the student's approval, in the presence of the student and, if preferred, a witness of student's choice.

The Counselor, Student Health Nurse, President or Dean shall:

1. Assess the student's situation, and if needed, make a referral to a community treatment program for assessment of level of care needed. Also, a referral is made to the student's physician for medical needs.
2. Arrange for drug or alcohol testing, if appropriate. The Consent Form located at the end of this Alcohol and other Drug Abuse Prevention section of the Student Handbook must be completed.
3. Allow a witness, of student's choice, to be present during all discussions. The Counselor coordinates the treatment intervention and follow up plans: return to school details, sessions with the Counselor, possible behavioral contract.

SECTION III: DISCIPLINARY ACTION*

Failure of the student to cooperate in assessment of the situation or to correct an identified problem will result in disciplinary action. Violation of College policy regarding possession/use of alcohol and/or drugs is subject to disciplinary action by the appropriate group. Disciplinary action will include but not be limited to the following: responsible to cover costs of any damages to College of Nursing property and/or damages to personal property of others on the College of Nursing premises; loss of study/dorm room privilege(s), suspension, and/or dismissal. The College will refer illegal drug activities to law enforcement and licensing agencies.

This Student Handbook, including the Alcohol and other Drug Abuse Prevention section, describing health risks and legal sanctions is available in hard copy to Junior 1 students, administration, faculty, professional staff and staff annually. Other students, interested persons may have access to the Student Handbook by going to the College's website.

*Saint Francis Medical Center College of Nursing, Student Handbook (Professional Standards and Student Appeal Process)

Employees Human Relations Policy No.: 605 Title: Substance Abuse

OSF HealthCare is committed to providing an environment free of the negative effects of substance abuse. Substance abuse is strictly prohibited in the workplace.

1. OSF recognizes that safety and productivity is compromised by substance abuse which increases the potential for accidents, absenteeism, substandard performance, poor Mission Partner morale and damage to the reputation of OSF.
2. Mission Partners are prohibited from - a) reporting to work under the influence of Prohibited Substances, b) distributing Prohibited Substances, or c) possessing Prohibited Substances.
3. All Mission Partners who violate this Substance Abuse policy, except for Mission Partners who self-identify as explained below, will be terminated.
4. A Mission Partner who has been informed, or has reason to believe or suspect that the use of a substance (prescription or non-prescription) may present a safety risk or may otherwise impair the Mission Partner's conduct and/or performance, must report such substance use to the Human Resources Prohibited Substances - Prescription drugs used inconsistent to the Mission Partner's legitimate prescription, unauthorized controlled substances or prescription drugs, illegal drugs, marijuana, alcohol, or otherwise lawful substances abused by a Mission Partner because of the substance's intoxicating effects. Prohibited Substances do not include substances which are prescribed to a Mission Partner and intended to be delivered and administered to the Mission Partner as a patient under the care of a physician or by an authorized healthcare provider. However, the possession and/or use of such substances must be consistent with the prescription provided to the Mission Partner, must comply with the Drug Free Workplace (246) policy, and the Mission Partner must not be impaired while at work. Otherwise, lawful substances abused by a Mission Partner because of the substance's intoxicating effects include, but are not limited to, lawful substances such as over-the-counter medications, paints, thinners, solvents, etc. that may cause impairment while at work. Substance Abuse - The use, possession, or distribution of Prohibited Substances. OSF HealthCare is committed to providing an environment free of the negative effects of substance abuse. Substance abuse is strictly prohibited in the workplace. Substance Abuse (605). Retrieved 9/7/2021. Official copy at http://osf-saintfrancis.policystat.com/policy/7562100/. Copyright © 2021 OSF Saint Francis Medical Center Page 1 of 6 COPY department or his/her department Leader before beginning work. However, Mission Partners are not required to disclose details of a physical or mental impairment unless they are requesting an accommodation under the Americans With Disabilities Act or the impairment causes a safety risk.
5. If a Mission Partner reports to his or her Leader the use of a substance which may impair the Mission Partner's ability to perform the job, the Leader should immediately notify Human Resources.

6. Any Mission Partner whose use of a substance jeopardizes the safety of patients, Mission Partners (including himself or herself), or visitors is deemed "unfit for work."

For further information on OSF HealthCare's Substance Abuse Policy, including definition, employer responsibility, employee responsibility, testing protocol, reasonable suspicion, search and seizure, please go to https://pstat-live-media.s3.amazonaws.com/pdf_cache/policy/7562100/40a64da3-4492-46ff-8786c6419933dfc3/Substance%20Abuse%20-605.pdf

APPLICABLE LEGAL SANCTIONS
For specific legal sanctions go to the following links:

***Controlled Substances*:**

Federal: U.S. Department of Justice, Drug Enforcement Administration. Drugs of Abuse, 2011. WWW.DEA.GOV

State: www.criminallawyerillinois.com/2010/03/7/what-is-the-law-in-illinois-on-possession-ofa-controlled-substance

***Alcohol*:**

Illinois laws and penalties

Local/State: www.state.il.us/lcc/basset/lawsandpenalties.asp?opening=citations

EFFECTS OF SPECIFIC DRUGS AND ASSOCIATED HEALTH RISKS
(For more information go to: www.dea.gov and www.samhsa.gov)

Introduction

Saint Francis Medical Center College of Nursing has a mission of caring for others as well as ourselves. To assist you in becoming responsible colleagues within the nursing profession, the following information has been prepared. The symptoms and behaviors described below are warning signs that may reflect the presence of a drug or alcohol problem in an individual. We encourage you to familiarize yourself with these signs so that you may recognize them in yourself or in your peers. Interventions for drug and alcohol problems are best managed with early identification and treatment. If you identify some, but not necessarily all of these characteristics, seek assistance. The College is committed to helping students in need. Contact the College Counselor or Student Health Nurse with your concerns.

Warning Signs of Drug/Alcohol Problems in Nursing Students

- Frequently being absent or tardy
- Late assignments accompanied by a peculiar or improbable excuse

- Avoiding peers, faculty, or group work
- Unsafe performance in the clinical area
- Frequently leaving the clinical area
- Deteriorating class and clinical performance
- Smell of alcohol or marijuana (may be masked by breath mints or air freshener
- Slurred speech, sleepiness, nervousness, excessive giddiness or talkativeness • Red eyes and inappropriate use of sunglasses

Nursing Students and Substance Abuse. (2011) Retrieved May 1, 2012 from http://allnurses.com/nursing-educators-faculty/nursing-nursing-students-substance-451781.html

Monroe, T. (2009) Addressing substance abuse among nursing students: Development of a prototype alternative-to-dismissal policy. *Journal of Nursing Education, 48*, 272-278.

BINGE DRINKING

According to Nakate (2011), binge drinking is "heavy consumption of alcohol, approximately 5 standard drinks for men and 4 drinks for women usually in a short span of time". Consuming the same number of drinks over a long span of time is not considered to be binge drinking. If this type of heavy drinking occurs 3 times in a period of 2 weeks, it is considered to be heavy binge drinking.

College students are among the fastest growing group of people who binge drink. Some of the factors involved are peer pressure, trying to "fit in", or just be more social. Even though the legal drinking age in the US is 21, the growing number of college students who suffer from alcohol addiction show that the age limit is defied in most cases. In 2003, the percentage of firstsemester boys and girls who binged at least twice a week was 41 and 34 respectively.

Among college students high concentrations of alcohol can have the following effects:

- Drinking affects sleeping patterns. Irregular sleeping patterns can cause problems with concentration, poor grades, ultimately leading to dropping out of college.
- Drinking can lead to anger and irritation severing relations with friends and family.
- Depression can be a result of heavy alcohol consumption.
- Intoxication leads to losing control of your actions and ability to think clearly. This can lead to violent criminal behavior.
- Drinking and driving is a dangerous to human lives. College students who drink and drive account for more than 50% of all accidents.

College students face many challenges and binge drinking is one of them. As you can see there are many consequences of binge drinking and some of them are permanent. Binge drinking not only impacts our health negatively but also impacts those around us.

References

Nakate, S. (2011). *Binge drinking facts.* Retrieved April 25, 2012 from http://www.buzzle.com/articles/binge-drinking-facts.html

Deeptee, A. (2011). *Binge drinking effects.* Retrieved, April 25, 2012 from http://www.buzzle.com/articles/binge-drinking-effects.html Grimes, J. (2012). *Curing college binge drinking: what role do 'alcohol expectancies' play?* Retrieved April 25, 2012 from http://www.eurekalert.org/pub_releases/2012-04/l-ccb041812.php

DATE RAPE DRUGS

Date rape drugs are drugs that are sometimes used to assist a sexual assault. They can be slipped into your drink when you are not looking. The drugs often have no color, smell, or taste so you can't tell if you are being drugged. The drugs can make you become weak, confused, or even pass out so that you are unable to refuse sex or defend yourself.

The 3 most common date rape drugs are:

- Rohypnol
- GHB
- Ketamine

Rohypnol (flunitrazepam) is also known as:

Circles	R-2	Rope
Forget Pill	Rib	Roofies
La Rochas	Roach	Ruffies
Lunch Money	Roach-2	Trip-and-fall
Mexican Valium	Roches	Whiteys
Mind Erasers	Roofies	
Poor Man's Quaalude	Roopies	

Effects of Rohypnol:

Loss of muscle control	Amnesia	Loss of consciousness	Dizzy
Difficulty with motor movements	Nausea/stomach problems	Confusion	Low blood pressure
Drunk feeling	Problems talking	Problems seeing	Death

Rohypnol is being replaced in some parts of the US with clonazepam (Klonopin) and alprazolam (Xanax). It comes as a pill or can be ground into a powder. This drug also may contain a dye

that can turn your drink bright blue or cloudy. If you have a dark drink, it may be hard to notice a color change.

GHB (gamma hydroxybutyric acid) is also known as:

Bedtime Scoop	G-Juice	Liquid Ecstasy
Cherry Meth	Gook	Liquid X
Easy Lay	Goop	PM
Energy Drink	Great Hormones	Salt Water
G	Grievous Bodily Harm	Soap
Gamma 10	Liquid E	Somatomax
Georgia Home Boy	GBH	Vita-G

Effects of GHB:

Relaxation	Drowsiness	Dizziness	Nausea
Problems seeing	Loss of Consciousness	Seizures	Vomiting
Problems breathing	Tremors	Sweating	Coma
Slow heart rate	Dream like feeling	Amnesia	Death

GHB comes as an odorless, colorless liquid, a white powder, and a pill. It may give your drink a salty taste. Sweet and fruit juice drinks can mask the salty taste.

Ketamine is also known as:

Black Hole	Bump	Cat Valium
Green	Jet	K
K-Hole	Special K	Kit Kat
Psychedelic Heroin	Purple	Super Acid

Effects of Ketamine:

Distorted sight & sound perception	Lost sense of time & identity	Out of body experience	Dream-like feeling
Feeling out of control	Impaired motor function	Problems breathing	Convulsions
Vomiting	Memory problems	Numbness	Loss of coordination
Aggressive or violent behavior	Depression	High blood pressure	Slurred speech

Ketamine comes as a liquid and a white powder.

The club-drug **Ecstasy** can be slipped into a drink. It can also be taken willingly to make a person feel 'lovey-dovey' towards others. It lowers a person's ability to give reasoned consent while under the influence.

Please note that the preceding drugs are examples of drugs that have been used across the United States on college campuses or in local communities. This list does <u>not</u> imply that students, faculty, or staff are using, or even suspected of using any of the drugs on the list.

If you suspect you have been drugged, you should seek medical assistance. If an assault has occurred, you should not have to pay for any drug testing, as it will be covered under the Sexual Assault Survivors Emergency Treatment Act (SASETA). However, if there has been no assault, but you would like testing, you may have to pay for it yourself.

Even if a victim of sexual assault drank alcohol or willingly took drugs, the victim is <u>not</u> at fault for being assaulted. You cannot 'ask for it' or cause it to happen.

Talk with the College Counselor or Health Nurse if you need assistance, or contact one of the following resources available locally:

SUBSTANCE USE TREATMENT PROVIDERS – PEORIA, ILLINOIS

Human Services Center
1200 Hamilton
Peoria, IL 61605
Schedule assessment (309)671-8084

Illinois Institute for Addiction Recovery, Unity Point Health, Proctor Campus
5409 North Knoxville Avenue
Peoria, IL 61614
(309)691-1055

Antioch Group
6615 North Big Hollow Road
Peoria, IL, 61615
(309)692-6622

Chapin & Russell Associates
3020 West Willow Knolls Drive
Peoria, IL 61614
(309)218-1800

Joy Miller & Associates
7617 North Villa Wood Lane

Peoria, IL 61614
(309)693-8200

Women's Strength/Rape Crisis Line
(309)691-4111

Center for Prevention of Abuse
(309)691-0551
For more information, visit: www.womenshealth.gov

Centers for Disease Control and Prevention
National Center for Chronic Disease Prevention and Health Promotion
Office on Smoking and Health
E-mail: tobaccoinfo@cdc.gov
Phone: 1-800-CDC-INFO
For more information, visit: www.justice.gov/dea or www.samhsa.gov or Drugs of Abuse (2011) www.dea.gov

EMPLOYEE ASSISTANCE PROGRAM REFERRAL POLICY

Ongoing counseling and other assistance can also be obtained on campus by contacting the College's Employee Assistance Program, which is a confidential resource **available to students, faculty, and staff** at 1-800-433-7916. Please see the appendices (Appendix B) of this review for a copy/content of the policy.

Saint Francis Medical Center College of Nursing Peoria, Illinois Observation Checklist

Student Name: _____ **Date:** _____

Time:_____ **Location:** _____

Directions: Check **ALL** appropriate lines in each category.

1. Walking/Standing: ___stumbling ___ staggering ___ falling
   ___ normal ___ swaying ___ holding on ___ unsteady

2. Speech: ___ shouting ___ whispering ___ silent
   ___ normal ___ slow ___ slobbering ___ slurred
   ___ rambling/incoherent

3. Demeanor: ___ sleepy ___ crying ___ silent
   ___ normal ___ talkative ___ excited ___ fighting

4. Actions: ___ sluggish ___ drowsy ___ fighting
   ___ normal ___ threatening ___ hostile ___ erratic
   ___ hyperactive ___ profanity ___ bizarre
   ___ resisting communication

5. Eyes: ___ bloodshot ___ droopy lids ___ glassy
   ___ normal ___watery ___ dilated pupils ___ closed

6. Face: ___ flushed ___ pale ___ sweaty
   ___ normal

7. Clothing: ___ bizarre ___ dirty ___ stained
   ___ normal ___ body excrement ___ partially dressed

8. Breath: ___ alcohol odor ___ faint alcohol odor
   ___normal

9. Movements: ___ fumbling ___ nervous ___ jerky
   ___normal ___ slow ___ hyperactive

10. Eating/Chewing ___ gum ___ candy ___ mints
    ___ tobacco ___ other _____

Record any other specific observations_____

Action Taken:

College Personnel Signature: _____

Witness: _____

Date: _____

Saint Francis Medical Center College of Nursing
Peoria, Illinois

CONSENT FORM FOR ALCOHOL AND/OR DRUG TESTING
STUDENT

I have been informed that based upon my behavior and appearance, Saint Francis Medical Center College of Nursing is concerned that I may be under the influence of alcohol and/or drugs, or that I may have otherwise violated the College Alcohol and other Drug Prevention Policy. I have been requested to submit to alcohol and/or drug testing on a specimen of my blood and/or urine obtained by

_____

OSF ED, Proctor Prompt Care, 1120 E. War Memorial Dr, or other medical services

I understand I am responsible for any cost for this testing.

I have been informed that my agreement to submit to this testing is voluntary, and I have the right to refuse to submit to this testing. I am aware that if I refuse to submit to this testing, my refusal may be grounds for disciplinary action against me, up to and including dismissal. I agree to have the results of this alcohol and/or drug testing reported to the Counselor and the President (or designee). These results may form the basis for referral to an assistance program or disciplinary actions.

With full knowledge of the above information, I have decided to voluntarily submit to the requested alcohol and/or drug testing, and I give my permission to have the test results reported in the manner described.

Test requested by

_____

College personnel name & position _____alcohol _____ drug

I, _____ agree to or refuse the requested testing.
(circle one)

_____ _____ _____

Student's Signature Date Time

_____ _____ ____

College Personnel Signature Date Time

_____ _____ ___

Witness Signature if applicable Date Time

CAMPUS CRIME STATISTICS

The College promotes policies and procedures concerning safety of the campus, types and frequency of campus security programs, alcohol and drugs, emergency phone numbers, and access to campus facilities. A copy of the policies on campus security will be provided upon request to the Office of Student Health Services, at (309) 655-2221. The table below shows the number of offenses reported to authorities for 2023-2025.

Type of Offense	On-Campus			Non-Campus			Public Property		
	2023	2024	2025	2023	2024	2025	2023	2024	2025
Criminal Homicide									
Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Sex Offenses									
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Other Offenses									
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	1	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	1	0	0
Arson	0	0	0	0	0	0	0	0	0
VAWA Offenses									
Dating Violence	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Arrests									
Weapons: Carrying, Possessing, etc.	0	0	0	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0
Disciplinary Actions									
Weapons: Carrying, Possessing, etc.	0	0	0	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	1
Hate Crimes									
There were no hate crimes reported in 2023, 2024, or 2025.									
Unfounded Crimes									
There were no unfounded crimes in 2023, 2024, or 2025.									

SAINT FRANCIS MEDICAL CENTER COLLEGE OF NURSING 2025 FIRE SAFETY REPORT

Description

The Campus Fire Safety Report contains fire safety policies and procedures related to on campus student housing as well as statistics for fire alarms or fire-related incidents that occurred.

FIRE SAFETY SYSTEM

Saint Francis Medical Center College of Nursing Student Housing Facility Fire Safety On-Campus Fire Safety Systems

The College uses a number of different fire safety systems on the campus which include:

- On-site fire alarm monitoring

College of Nursing Floor	On Site Fire Alarm	Sprinkler System	Smoke Detectors	Fire Extinguisher Devices	Evacuation Plans & Placards	Number of Evacuation (Fire) Drills
Ground Floor	x	x	x	x	x	1
1st Floor	x	x	x	x	x	1
2nd Floor	x	x	x	x	x	1
3rd Floor	x	x	x	x	x	1
4th Floor	x	x	x	x	x	1
5th Floor	x	x	x	x	x	1
6th Floor	x	x	x	x	x	1
7th Floor	x	x	x	x	x	1

- Sprinkler systems
- Smoke detectors
- Fire extinguisher devices
- Evacuation plan and placards
- Fire evacuation drills

FUTURE IMPROVEMENTS

As part of an ongoing effort to make the College campus as safe as possible, feedback is always encouraged and appreciated from students, faculty and staff. As mentioned previously, surveys are gathered after any fire alarm (whether it be a drill or a “real world” event) and changes implemented when necessary. The College periodically reviews its fire safety policy and procedures. There are no specific plans for future improvements currently.

FIRE SAFETY POLICY

Fire Safety Education & Training

Each semester, the College Health Nurse updates the Campus Fire Binder and conducts training with all resident assistants (RAs) regarding fire safety and evacuation procedures during RA orientation. The RAs then educate the dormitory students on each floor and act as ongoing resources for those students. Fire safety is also covered in BSN orientation for incoming students.

The evacuation procedure is located at the east and west end of every hallway. The evacuation plan can also be found on online by logging into the student portal from www.sfmccon.edu.

Fire drills are conducted each year by the College and OSF SFMC Security. Evaluations are sent out after any drill (or actual fire alarm). The data is then collected and reviewed. Any issues or problems identified are addressed with the appropriate personnel and any necessary changes implemented.

Procedure

In case of fire, students, faculty, and staff are instructed to immediately activate the fire alarm system (using the red pull boxes). This will automatically notify OSF SFMC Security as well as the Peoria Fire Department to respond.

Assistance will be provided to any person in immediate danger to safety, but only if it can be accomplished without risk to the individual(s) attempting to assist. Staff and/or RAs designated to notify each room will do so only if safety and time permits. Attempting to extinguish a small fire is allowed if it can be done safely. Otherwise, individuals are expected to leave the area of fire and close doors (and windows if time permits). Students, faculty and staff are mandated to exit the building as outlined in the plan and to not use the elevators.

Fire

Faculty, students, residents, and staff shall follow the Fire Safety Policy:

- Faculty, students, residents, and staff of the College shall follow the Fire Safety Policy specific to the residence as applicable. During clinical experience within OSF Saint Francis Medical Center, faculty and students shall follow Medical Center policy regarding fire safety, specifically the policy for the assigned clinical area. It is the responsibility of faculty to inform students of specific policies governing assigned clinical areas.
- Student and employees must be aware of specific policies governing assigned clinical areas and the evacuation procedures.
- Know where fire extinguishers, pull-boxes, stairways, and fire doors are located in the building.
- When the fire alarm sounds, all persons are required under state law to exit the building immediately.
- The red “evacuated” sign is to be placed on the outside of the door when leaving.

- The evacuation procedure is located at the east and west ends of every hallway.

Immediate Action

- Call 911
- Pull fire alarm
- Extinguish the fire (if small and it safe to do so)
- Yell "Fire, fire, fire!" and evacuate the building
- Leave area of fire and close doors
- Evacuate the building
- Do **not** use elevators
- Do **not** re-enter the building until an "ALL CLEAR" message has been given by OSF SFMC Security personnel
- Report any information about fire to OSF SFMC Security, Peoria Fire Department, Peoria Police Department, or other law enforcement agencies involved with the incident *If You Are on Fire*

- STOP where you are
- DROP to the floor or ground
- ROLL your body to smother the fire. *If Unable to Evacuate*

- Call Police: 9-911 or 911 or OSF Saint Francis Security: 5-3333 or (309) 655-2131 giving your location
- A closed door can provide good protection against fire and smoke. Use available materials to seal door and air ducts
- If smoke enters room, stay low as heat and gases tend to rise
- Signal your position at a window *Rules & Regulations*

- Smoking is NOT ALLOWED on the campus
- Electrical appliances are to be turned off before leaving a room
- Students are not allowed to cook in their dorm rooms
- Students are not allowed to iron in their dorm rooms
- Students are to stop using, and report immediately, any electrical equipment that is not operating properly
- Burning of candles and incense is prohibited
- Doors are not to be propped open with wedges or other items
- Hallways are to be kept clear of furniture
- Exits are to be kept unobstructed
- Violations of fire policies are subject to disciplinary action

Remember PASS When
Operating a Fire Extinguisher

"P" – Pull the pin
"A" – Aim
"S" – Squeeze
"S" – Sweep

Remember RACEE
During a Red Alert

"R" – Rescue
"A" – Alarm

"C" – Contain
"E" – Extinguish
"E" – Evacuate

Location of Equipment

A. **Pull-Boxes**

Located next to East and West stairwells on all floors.

B. **Fire Extinguishers**

1. Dry Chemical Extinguishers (used on any type of fire) are located in fire hose cabinets on all floors next to stairwell.
2. 7th Floor has Carbon Dioxide Extinguishers I (used on electrical fires) in both the East and West mechanical equipment rooms.
3. The 7th Floor Student Finance Office has one dry chemical extinguisher on the inside.
4. Ground floor has Carbon Dioxide Extinguishers in each recreation room with two smaller extinguishers in the kitchen and a dry chemical extinguisher in the east recreation room.

C. **Fire Alarm Annunciator Panel**

The master panel is located on the ground floor. The panel is located in the mailroom behind the lobby desk.

D. **Stairway**

1. West stairwell located next to West elevator
2. East stairwell located next to East elevator

E. **Fire Doors**

1. Center of the corridor on all floors.
2. One set of doors for each wing:
   a. North-east wing
   b. South-east wing
   c. North-west wing
   d. South-west wing

Smoking

Smoking (including e-cigarettes) is prohibited in all areas of the College campus.

Portable Appliances

The housing code prohibits the use of (or storage of) microwaves, hot pots, toaster ovens or any appliances for cooking or heating food or beverages. In addition, other heat producing appliances such as irons or space heaters may not be used in dorm/study rooms. Refrigerators with interiors larger than 3 cubic feet are prohibited.

Open Flames

Burning candles, incense, fireworks, explosives, or incendiary materials is prohibited.

Decorations/Lights

Live holiday trees, holiday/decorative lights and halogen lights are prohibited. No decorations, flags, banners, or other items may be hung on the exterior or draped from a window or doorway of the building. Signs or posters in windows or on doorways are subject to the approval of the College.

FIRE STATISTICS

As part of the requirement of the U.S. Department of Education, fire statistics for the past three years are included as part of this report.

The Fire Log is kept in the Assistant Dean, Support Service's office (#622). This log can be viewed upon request by contacting Kevin Stephens, at (309) 655-2291 or by email: kevin.n.stephens@osfhealthcare.org

Please see the following page for fire statistics table.

Saint Francis Medical Center College of Nursing Fire Statistics Reporting Table Annual Fire Safety Report 2022-2025

Fire Alarm Number	Date of Event	College of Nursing Floor	Cause of Fire Alarm	Number of Injuries Requiring Treatment at a Medical	Number of Deaths Related to Fire	Value of Property Damage
1	January 19, 2022	Elevator pit	Smoke detector, Unknown cause	0	0	$0.00
2	February 11, 2022	Room 710	Pipe leak, Smoke Detector	0	0	$0.00
3	August 15, 2022	Room 430	Smoke detector, Unknown cause	0	0	$0.00
4	October 10, 2022	Room 637	Water leaked into smoke detector	0	0	$0.00
5	October 10, 2024	Room 549	Smoke detector, Unknown cause	0	0	$0.00
6	April 1, 2025	Room 501	Smoke detector, smoke from cooking.	0	0	$0.00
7	February 17, 2025	Room 418		0	0	$0.00
8	November 19, 2025	Room 328	Smoke detector, smoke from candle.	0	0	$0.00
9						
10						
11						
12						
13						
14						
Total				**0**	**0**	**$0.00**

EMERGENCY EVACUATION ROUTE

