



## **Reporting Sexual Harassment and other Prohibited Conduct: A Guide for University of South Alabama Employees**

If you receive a report of concern regarding Sexual Harassment and other Prohibited behavior:

Employees should notify the Title IX Coordinator and refer Complainant to the Title IX Coordinator. The Title IX Coordinator will discuss options, supportive measures, and the complaint process with the Complainant (counseling, housing adjustments, class/work schedule adjustments, etc.).

The Complainant's option to request that the University maintain his or her confidentiality, which the University will consider but cannot guarantee

The Complainant's ability to share the information confidentially with confidential resources such as USA Counseling and Wellness Center and Student Health Center

The Complainant's option to file a police report if the reported conduct is criminal in nature

If Complainant wishes to file a police report, offer assistance in notifying law enforcement.

USAPD: (251) 460-6312

If Complainant does not wish to notify law enforcement at the time, employee must not make a police report, however if employee is a CSA, employee shall submit a report pursuant to Clery obligations

Exceptions: Employee should make a police report if the situation:

1. Is an emergency situation (imminent danger or ongoing threat); 911 should be utilized
2. Involves a minor (under the age of 18)

For more information, please visit:

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### On-Campus Confidential Resources

USA Top 407-51 Campus Confidential Resources

