



TEXAS HEALTH SCHOOL

Caring for Others

11511 Katy Freeway ~ Suite 200 ~ Houston, Texas 77079 ~ Phone 713-932-9333

CAMPUS SECURITY, CAMPUS CRIME STATISTICS POLICY AND PROCEDURES

Emergency Response and Evacuation Procedures

Texas Health School personnel assist during all emergency response and/or evacuation procedures. In the event of an emergency, immediately notify your instructor and the receptionist in your area if available. The announcement of the emergency situation must include name, number of people involved, a description of the emergency, and if any immediate threats are present. The receptionist will report the emergency to the Campus Director and the School President. The School President will take appropriate action including immediately initiating the notification system at Texas Health School. The system consists of dispatching employees to their assigned classrooms and areas to notify the school community of the emergency and/or immediate threat, taking the appropriate action, and contacting the proper responders by calling 911 (fire, police, or ambulance).

Texas Health School will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.

Texas Health School has designated personnel to assist during an emergency response and/or evacuation procedure. In the event of an emergency the instructor and the Front Desk

The receptionist (during normal business hours) is the first to be notified. The Front Desk Receptionist will immediately notify the School President. The School President will confirm that the situation warrants action and will take appropriate measures including initiating the notification of all systems of the school via word of mouth, group page, or telephone, depending on the situation. This includes dispatching designated personnel to their assigned areas (classrooms, offices, property management, etc.) to notify the school community of the emergency and/or dangerous situation, and take appropriate action for response to the emergency, (Refer to ACTIONS section) and calling the appropriate first responders 911 (fire, police, or ambulance). After normal business hours (after 7:00 pm during evening classes, on Saturdays, or at clinical sites) the Instructor or the on-site supervisor is the designated person who will decide what action to take, and after the emergency situation is under control, will then notify the Education Coordinator and School President to apprise them of the situation.

Any staff or student who is reporting an emergency situation should include the type and degree of emergency (whether fire, medical, or other immediate threat), the location of the emergency and the name(s) (if possible) of those involved. If the nature of the emergency is such that the student cannot notify school personnel, due to a situation where they themselves may be put at risk, the student may call 911 directly. A copy of Texas Health School's Health and Safety Plan is kept on file with the School President and is available for viewing by students, faculty, or staff.

Texas Health School has at a minimum an annual emergency drill that is done to prepare the faculty, staff, and students for various emergency situations, such as those caused by weather, fire, or other immediate threats. A copy of Texas Health School's Health and Safety Plan is kept on file with the School President and is available for viewing by students, faculty, or staff.

Timely Warning

Texas Health School is served by the emergency 911 phone number. In the event of a crime or other emergency, the witnessing student is to immediately notify the instructor or front desk receptionist who will place the 911 call.

Campus Facility Accessibility and Security Policies

The school strives to provide its students with a secure and safe environment. Classrooms and laboratories comply with the requirements of the various federal, state, and local building codes. The school is located in a professional office building equipped with a security system to prevent unauthorized entry. Facilities are opened and closed each day by the building maintenance personnel and school staff. Students are responsible for their own security and safety both on-campus and off-campus and must be considerate of the security and safety of others. The school has no responsibility or obligation for any personal belongings that are lost, stolen, or damaged, whether on or off school premises or during any school activities.

DRUG FREE SCHOOL AND WORKPLACE POLICY

In accordance with the Drug-Free Schools and Committee Act amendments of 1989, Public Law 101-226, Texas Health School is declared a drug and alcohol-free school and workplace. The school embraces the spirit of the public law that requires schools to provide a drug free campus and workplace. As a part of our institutional philosophy, we are dedicated to the advancement and well-being of the population we serve. As such, all students and employees are encouraged to abstain from the use of illegal drugs and irresponsible use of alcohol.

The substance abuse policy at Texas Health School prohibits possession, use, sale, or distribution of any quantity, whether usable or not, of any drug, alcoholic beverage, narcotic or controlled substance as defined in the Controlled Substance Act. For more information, consult the school rules and discipline policy located in the school catalog.

The school recognizes that drug and alcohol abuse and dependence can cause harmful effects to virtually every aspect of a person's life, such as relationships, family, job, school, physical, and emotional health. Although the school does not conduct treatment or rehabilitation programs, the Campus Director and the School President are available to facilitate referrals to qualified treatment providers. Any student or employee who suspects either they or someone else may be at risk for a drug or alcohol problem is not subject to any disciplinary action, as long as he or she does not violate the school rules.

The School President is designated as the contact person who is available to hear concerns regarding drug and alcohol use, offer referrals, advice, and information on drug and alcohol education and services in the community. Issues discussed with the contact person will remain confidential.

Please refer to the following websites to learn more information on these topics:

Drug Fact Sheet: <https://www.dea.gov/factsheets>

Alcoholics Anonymous: <http://www.aa.org/>

Narcotics Anonymous: <http://www.na.org/>

Substance Abuse & Mental Health Services Administration: <http://www.samhsa.gov/>

Students and Employees

Students and Employees are prohibited from the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance or alcohol anywhere on property belonging to the school including grounds, parking areas, anywhere within the building(s), or while participating in school-related activities. Students or employees who violate this policy will be subject to disciplinary action including expulsion or termination of employment.

As a condition of enrollment or employment, students and employees must abide by the terms of the policy, or the school administration will take one or more of the following actions within 30 days with respect to any student or employee who violates this policy by:

1. Reporting the violation to law enforcement officials.
2. Taking appropriate disciplinary action against such student or employee up to and including expulsion or termination of employment.
3. Requiring such students or employees to participate in a substance abuse rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement or appropriate agency.

In compliance with the law, this institution will make a good faith effort to maintain a drug and alcohol-free school and workplace through implementation of the preceding policy and will establish and maintain a drug and alcohol-free awareness program.

CAMPUS SECURITY AND CRIME AWARENESS POLICIES

The school strives to provide its students with a secure and safe environment. Students should be aware of the policies and procedures of the school and the externship/clinical site. The school is located in a professional office building equipped with a security system to prevent unauthorized entry. Facilities are opened and closed each day by the building maintenance personnel.

Students are responsible for their own security and safety both on-campus and off-campus and must be considerate of the security and safety of others. The school has no responsibility or obligation for any personal belongings that are lost, stolen, or damaged, whether on or off school premises or during any school activities.

The school encourages all students and employees to report criminal incidents or other emergencies that occur on the campus directly to the School President, Campus Director, Front Office Receptionist, and/or Instructor in a timely manner. It is important that school personnel are aware of any such problems on school campus. In extreme emergencies, the School President, Campus Director or designee may immediately contact law enforcement personnel if such involvement is necessary. The School President is responsible for investigating such reports and taking legal or other action deemed necessary by the situation.

Texas Health School complies with the Crime Awareness and Campus Security Act of 1990 (now referred to as the Clery Act) and publishes an annual report on October 1st of each year which can be found at: <https://www.ths.edu/about-us/>

The public law referenced herein requires the school to report to students and employees the occurrence of various criminal offenses on an annual basis. Prior to October 1st of each year, the school will distribute to students and employees a disclosure regarding the availability, location, and contents of the campus security report.

Alleged victims of violent crime are entitled to know the results of campus student disciplinary proceedings concerning the alleged perpetrators.

The school shall, in a manner that is timely and will aid in the prevention of similar crimes, report to the campus community on crimes that are: listed in the Clery Act reported to the campus security authorities as identified by the school or to local police and considered to be a threat to others.

The programs about prevention of crimes are offered by the Houston Police Department and the City of Houston. The information about these programs is made available to the students and the staff. Scheduling of programs varies according to needs of the population being addressed. Below are examples of such programs:

- One Safe Houston
- March on Crime: English | Spanish.
- Police Volunteer Initiatives Program.
- Crime Prevention Through Environmental Design (CPTED)

Please refer to the following websites to learn more information on these topics:

- One Safe Houston: One Safe Houston (houstontx.gov)
- Crime Prevention Through Environmental Design (CPTED) (houstontx.gov)

Purpose for the Annual Campus Crime Report

The primary purpose for The Annual Campus Report is to inform Texas Health School students and employees of reported crimes that allegedly occurred on the campus, other non-campus areas within the building, and the public property that is immediately adjacent to the campus for the three preceding calendar years. This report is updated by October 1st and distributed on an annual basis to all students and employees for Texas Health School campus, located at 11511 Katy Freeway, Ste. 200, Houston, TX 77079. The annual Campus Crime Report may be found on the school's website, <http://www.ths.edu/> or at the U.S. Department of Education website, <http://ope.ed.gov/security/>

CLERY ACT AND VIOLENCE AGAINST WOMEN ACT

To help students and employees by providing and promoting the awareness of sexual misconduct and to identify reporting rights and responsibilities by complying with the Clery Act (20 U.S.C 1092 (f)) and the Violence Against Woman Act (42 U.S.C. 13925 et.seq.)

Texas Health School is committed to fostering an environment in which all students and staff members are safe, secure, and free from sexual misconduct of any form, including but not limited to sexual assault, dating violence, domestic violence, and stalking.

Sexual Assault, domestic violence, dating violence and stalking, harassment, exploitation, and intimidation policy: Texas Health School does not tolerate any sex offense in any form, including, sexual assault, domestic violence, dating violence, stalking, harassment, exploitation, or intimidation. Sexual assault, domestic violence, dating violence, stalking, harassment, exploitation, or intimidation are a violation of Texas Health School's student and employee conduct policies and are grounds for immediate dismissal, as well as a violation of the penal code. All victims of crimes that occur on the campus or persons observing crimes, suspicious activities or incidents may report these on a voluntary and confidential basis in an accurate and prompt manner to the Campus President or designee and/or local law enforcement.

Texas Health School provides information and resources available about domestic violence, dating violence, sexual assault, and stalking for new students and new employees, in addition to on-going awareness campaigns related to prevention of sexual assault dating violence, domestic violence, and stalking for all students and employees. Online courses from National Sexual Violence Resource Center <https://campus.nsvrc.org/course/index.php?categoryid=33> are made available for the staff and students to attend. In addition, a bystander training program for designated individuals is provided.

Texas Health School believes that everyone has a role to play in preventing sexual assault and there are many different ways one can step up to make a difference, notably through bystander intervention. An active bystander is someone who interrupts a potentially harmful situation, especially when it comes to sexual violence. They may not be directly involved but they do have the choice and opportunity to speak up and intervene. One can be an effective, active bystander without posing risk to themselves by creating a distraction, asking directly, by rallying others, or by extending support.

Educating students and staff on risk reduction activities is likely to reduce the risk of harm. Risk reduction consists of options designed to decrease perpetration and bystander inaction and to increase empowerment for victims to promote safety and to help individuals and communities address conditions that facilitate violence. Best practices for risk reduction include:

1. Avoid hazardous situations. Sexual assault can occur in any situation and is never your fault regardless of the circumstances. ...

2. Communicate your limits clearly. ...
3. Be assertive. ...
4. Trust your instincts. ...
5. Respond physically.

Texas Health School supports programs that offer educational information and assistance to the victim in areas such as acquaintance rape and sexual assault. The following information is available for victims or survivors of sexual assault, domestic violence, dating violence, or stalking and need assistance, you can find local resources at www.justice.gov/ovw/local-resources. To speak with a trained advocate call:

- National Domestic Violence Hotline: 1-800-799-SAFE (7233) or 1-800-787-3224 (TTY)
- National Sexual Assault Hotline: 1-800-656-4673 (Calls are connected to a local rape crisis center)
- National Teen Dating Abuse Helpline: 1-866-331-9474 or 1-866-331-8453 (TTY)

Sexual Harassment

Sexual Harassment could be directed to either an employee or student and for purposes of this section the term "employee" will also include students.

It is considered sexual harassment when a supervisor conditions employment benefits or opportunities, or employment itself, on an employee's engagement in sexual relations with the supervisor. In other words, a benefit is conferred or denied based on an employee's response to a supervisor's sexual proposal.

It is considered sexual harassment when an employee creates or allows others to create a pattern of conduct pertaining to sex that contributes to an unpleasant, intolerable, or hostile environment. This type of environment is created by, but not limited to the following: physical touching, jokes, posters, cartoons, as well as unsolicited comments.

Any employee who becomes aware of any sexual harassment incident within the school must immediately notify his/her supervisor and the President. Your report will be kept as confidential as possible. A prompt and thorough investigation will be made. If a claim is substantiated, Texas Health School will take immediate and appropriate action, including discipline and possible termination. No employee will be subject to any form of retaliation or discipline for pursuing a sexual harassment complaint.

Texas Health School will, upon written request, disclose to the alleged victim of a crime of violence (as that term is defined in Section 16 of Title 18, United States Code), or a non-forcible sex offense, the report on the final results of any disciplinary proceeding conducted by the school against a student who is the alleged perpetrator of such crime or offense (compliance with this

policy does not constitute a violation of the FERPA). If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

SEXUAL ASSAULT, DATING VIOLENCE, DOMESTIC VIOLENCE, STALKING DEFINED

It is the policy of Texas Health School to provide a campus environment free of sexual harassment and sexual violence and other behaviors of a sexual nature that are hostile, unwelcoming, or intimidating.

The term “dating violence” means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship shall be determined based on a consideration of the following factors: the length of the relationship; the type of relationship; and the frequency of interaction between the persons involved in the relationship.

Domestic Violence is a pattern of abusive behavior in a relationship that is used by one partner to maintain power and control over another current or former intimate partner. Domestic violence can be physical, sexual, emotional, economic, or psychological actions or threats of actions that influence another person. This includes any behavior that intimidates, manipulates, humiliates, isolates, frightens, terrorizes, coerces, threatens, hurts, injures, or wounds someone.

Sexual Assault is any type of sexual contact or behavior that occurs without consent of the recipient. Falling under the definition of sexual assault is sexual activity such as forced sexual intercourse, sodomy, molestation, incest, fondling, and attempted rape. It includes sexual acts against people who are unable to consent either due to age or lack of capacity.

Stalking is a pattern of repeated and unwanted attention, harassment, contact, or any other course of conduct directed at a specific person that would cause a reasonable person to feel fear. Stalking is dangerous and can often cause severe and long-lasting emotional and psychological harm to victims. Stalking often escalates over time and can lead to domestic violence, sexual assault, and even homicide. Stalking can include frightening communications, direct or indirect threats, and harassing a victim through the internet.

The School prohibits a wide range of verbal and physical behaviors, ranging from unwanted sexual comments to rape and acquaintance rape. Consent is a critical factor that distinguishes acceptable sexual behavior from unacceptable sexual behavior is the consent of the parties involved. Consent is a clear, knowing, and voluntary permission by words or action to engage in mutually agreed upon sexual activity. Consent is communicated through mutually understandable words or actions that indicate willingness by all the involved parties to engage in the same sexual activity, at the same time, and in the same way. Clear and open communication is an essential element to conveying and understanding consent. Ideally, consent is given

verbally; however, consent (or lack of consent) also may be expressed through gestures and body language. Consent cannot be freely given if the person's ability to understand and give consent is impaired. Examples of those who cannot give consent include but are not limited to:

1. The individual is under the age of 17 and is not the spouse of the actor,
2. The individual is unconscious,
3. The individual is impaired due to ingestion of a substance such as drugs or alcohol,
4. The actor compels another to submit to or participate in a sexual act by using physical force or violence against the other person or by threatening to use force or violence against another person,
5. The other person has not consented to the sexual act with the actor and the actor knows the other person is unaware that the sexual act is occurring,
6. The other person is mentally impaired or has a mental disability, or
7. The actor has misrepresented or concealed his or her true identity to the individual.

Silence does not equal consent. Additionally, consent to one form of sexual activity does not necessarily imply consent to other forms of sexual activity. Similarly, a prior sexual history or dating history between the participants does not constitute consent. Consent may be given for specific activities and not for others. Further, any party has the right to change his or her mind and withdraw consent at any time through words or actions. Once consent is withdrawn, the sexual activity occurring must cease.

Victims of sexual assault, or persons who have information regarding a sexual assault, are strongly encouraged to report the incident to the Texas Health School personnel immediately. It is the policy of the school personnel to conduct investigations of all sexual assault complaints with sensitivity, compassion, patience, and respect for the victim. Investigations are conducted in accordance with guidelines established by the Texas Penal Code, Code of Criminal Procedure, and the Harris County District Attorney's Office.

All information and reports of sexual assault are kept strictly confidential. The victims of sexual assault are not required to file criminal charges or seek judicial actions through the School's disciplinary process. However, victims are encouraged to report the assault to the police in order to provide the victim with physical and emotional assistance.

Texas Health School personnel are available to all victims to provide information about personal safety, Texas Crime Victims' Rights, Texas Crime Victims Compensation Fund and other information upon request. The School Coordinator or the College's Title IX Coordinator can assist victims of sexual assault, sexual violence, stalking, domestic violence, dating violence or other crimes with accessing medical or counseling services, advocacy services, social support services, legal services, and police services. Even in the absence of a formal complaint, the School may be able to provide assistance to the complainant with respect to his or her academic, living, transportation, or working situations.

INSTITUTIONAL PROCEDURES AND STANDARDS OF EVIDENCE FOR DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT AND STALKING OFFENSES

When a report of domestic violence, dating violence, sexual assault or stalking is reported to the School, the following procedures and standards of evidence will be used during any judicial hearing on campus arising from such a report Sexual Assault

Depending on when reported (immediate vs. delayed report), institution will provide complainant with

1. Information about accessing medical care,
2. Institution will assess immediate safety needs of complainant,
3. Institution will assist complainant with contacting local police if complainant requests,
4. Institution will provide complainant with referrals to on and off campus mental health providers,
5. Institution will assess need to implement interim or long-term protective measures, such as changes in class schedule, "No Contact" directive between both parties,
6. Institution will provide a "No trespass" directive to accused party if deemed appropriate,
7. Institution will provide a copy of the Sexual Misconduct Policy to complainant and inform the complainant regarding timeframes for inquiry, investigation, and resolution,
8. Institution will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and what the outcome of the hearing is,
9. Institution will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation. Sexual assault cases are referred to the Houston Police Department.

Stalking

1. Institution will assess immediate safety needs of complainant.
2. Institution will assist complainant with contacting local police if complainant requests.
3. Institution will provide written information to complainant on how to preserve evidence.
4. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate.
5. Institution will provide a "No trespass" directive to accused party if deemed appropriate
Stalking cases are referred to the Houston Police Department.

Dating Violence

1. Institution will assess immediate safety needs of complainant.
2. Institution will assist complainant with contacting local police if complainant requests.
3. Institution will provide written information to complainant on how to preserve evidence.
4. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate.
5. Institution will provide a "No trespass" directive to accused party if deemed appropriate
Dating Violence cases are referred to the Houston Police Department.

Domestic Violence

1. Institution will assess immediate safety needs of complainant.
2. Institution will assist complainant with contacting local police if complainant requests.
3. Institution will provide written information to complainant on how to preserve evidence.
4. Institution will assess the need to implement interim or long-term protective measures to protect the complainant, if appropriate.
5. Institution will provide a “No trespass” directive to accused party if deemed appropriate
Domestic Violence cases are referred to the Houston Police Department.

DISCIPLINARY PROCEEDINGS FOR ALLEGED SEX OFFENSES

Texas Health School evaluates alleged sexual offenses in light of the school conduct policy. If it can be determined by the school coordinator that a student or employee violated the school conduct policy, then the school coordinator will take the necessary action as directed by the school conduct policy. In all cases the school will encourage the victim to contact the Houston Police Department.

GUIDELINES AND RECOMMENDATIONS TO FOLLOW AFTER A SEXUAL ASSAULT

Go to a safe place as soon as you can. Notify the School Director or School Coordinator. Get medical attention as soon as possible to make sure you are physically well and to collect important evidence. In the event you may later wish to take legal action:

- Try to preserve all physical evidence. Do not wash, use the toilet, or change clothing if you can avoid it. If you do change clothes, put all the clothing you were wearing at the time of the attack in a paper, not plastic, bag.
- Evidence of violence, such as visible injuries or bruising or damage to a vehicle, will need to be photographed. Likewise, evidence of emails, text messages, or phone messages must be preserved and not deleted or altered.
- Talk with a counselor who will maintain confidentiality, help explain your options, give you information, and provide emotional support. Contact someone you trust to be with you and support you.

MEDICAL TREATMENT

It is important to seek immediate and follow-up medical attention for several reasons: first, to assess and treat any physical injuries you may have sustained; second, to determine the risk of sexually transmitted diseases or pregnancy and take preventive measures; and third, to gather evidence that could aid criminal prosecution. Physical evidence should be collected immediately, ideally within the first 24 hours. It may be collected later than this, but the quality and quantity of the evidence may be diminished.

SEX OFFENDER REGISTRATION

The “Campus Sex Crimes Prevention Act” (CSCPA) of 2000 enacted an amendment to the Higher Education Act of 1965 requiring institutions of higher education to advise the campus community where it can obtain the information about registered sex offenders provided by the State. In accordance with this amendment, Texas Health School is providing a link to the Texas Department of Public Safety’s “Texas Public Sex Offender Registry” website. Registry information provided shall be used for the purposes of the administration of criminal justice, screening of

current or prospective employees, or otherwise for the protection of the public. Anyone who uses any information on this website to injure, harass, or for any other unlawful purpose may be subject to criminal prosecution or civil liability.

All information on individual registrants is based on registration information submitted by the Texas Department of Criminal Justice, Texas Youth Commission, or various local criminal justice agencies. Follow the link below to access the Texas Department of Public Safety website. Texas Health School is located in Harris County and the zip code is 77079.

<https://publicsite.dps.texas.gov/SexOffenderRegistry/Search>