A guide for students and employees who experience sexual assault, stalking, relationship or intimate partner violence, sexual harassment, and/or other sexual misconduct
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Every member of the UW community—student, staff, faculty and other academic personnel—has the right to learn and work in an environment free from sex and gender discrimination, including sexual assault, relationship or intimate partner violence, stalking, sexual harassment, and/or other sexual misconduct. Sex and gender discrimination impact individuals in different ways and can profoundly affect people of any gender, sexual orientation, race, religion, ability, citizenship or socioeconomic status.

Knowing what options, rights, and resources are available can help individuals determine their best path forward. The Know Your Rights and Resources Guide:

- Introduces the University's professional staff who assist students and employees with understanding and navigating the support and reporting options that work best for them;

- Highlights confidential advocates because they can provide legally protected confidentiality, specialized expertise, and ongoing support whether or not an individual chooses to make a formal complaint; and

- Emphasizes that individuals who have experienced harm have the right to choose their next steps—if any—including the right to seek support measures or to make a formal complaint.

This guide was developed by the Office of the Title IX Coordinator in collaboration with a network of stakeholders—including students, employees, and members of the broader community. Together, we are committed to preventing and addressing sexual harassment, sexual violence, and other forms of sexual misconduct. Please contact me—or any of the staff or offices included in this guide—at any time.

Valery Richardson
Title IX Coordinator

Mags Aleks
Deputy Title IX Coordinator

4311 11th Avenue NE
Seattle, WA  98105
206.221.7932
titleix@uw.edu
uw.edu/titleix
A note about the 2020 Title IX regulations:

The 2020 Department of Education federal regulations define sexual harassment and other sexual misconduct more narrowly than UW policy and require specific procedures for investigating and adjudicating allegations that fall within the federal definitions and other criteria, such as where alleged conduct occurred.

UW will continue to address all complaints of sexual misconduct and will assess formal complaints to determine if UW policy and/or federal regulations apply. Go to the “What to expect during the investigation and adjudication process” section later in this guide for specific procedures required by the federal regulations. Visit the Title IX FAQs webpage for more information.
Where to start

If you have experienced—or think you may have experienced—sexual assault, stalking, relationship or intimate partner violence, sexual harassment, and/or another form of sexual misconduct, resources, support measures, and reporting options are available to you. Choosing one option does not preclude others; you can pursue any of them at any time. You can also contact the Title IX Coordinator at any time, for any reason.

Starting with a confidential advocate is the best way to ensure your confidentiality. Consultation with confidential advocates is free and available to any member of the UW community. They can help you consider options and provide support while you pursue them.

Confidential advocacy for students and employees (all campuses and locations)

UWPD Victim Advocate
206.543.9337  uwpdadvocate@uw.edu

Confidential advocacy for students

Seattle campus
206.685.4357  lwadvoc@uw.edu

Bothell campus
425.352.3851  uwbvae@uw.edu

Tacoma campus
253.692.5934  uwtsva@uw.edu

If you want to talk to someone for support, to make a plan, and/or to understand your options

If you want or need medical attention

If you want to make a formal complaint to the University or report to the police

Confidential advocate

SafeCampus

Counseling or crisis support

Medical provider and/or SANE exam

Title IX Investigation Office

UCIRO

Police
Confidential advocates

Consider contacting a confidential advocate before disclosing to other University employees.

The University has caring, specially-trained confidential advocates who provide a place for you to discuss concerns regarding sexual assault, relationship or intimate partner violence, stalking, sexual harassment, and/or other sexual misconduct. Confidential advocates are available during regular business hours at no cost.

When meeting with an advocate, you can share as little or as much information as you choose. Sharing information with a confidential advocate is not the same as making a formal complaint to the University for the purpose of starting an investigation.

Advocates can:
- Help you understand your rights
- Support you in creating a plan for your situation
- Connect you with supportive measure including academic or employment support
- Inform you of University formal complaint and police reporting options and support you through one or both of these processes
- Assist you in obtaining a civil protection order (sometimes referred to as a restraining order)
- Review your housing options
- Refer you to on- and off-campus resources, including attorneys or mental health professionals

Please note that you do not need to make a formal complaint to seek the assistance of a confidential advocate.

Confidential advocates have legally protected confidentiality and only share information with others when given specific permission by the person who has experienced the harm or when required by law.

The Office of the Title IX Coordinator and SafeCampus do not have legally protected confidentiality but strive to safeguard the privacy of individuals who have been impacted by sexual misconduct. They share information as needed to respond to the requests of those who have been harmed, to assess community safety, or to comply with legal requirements.
SafeCampus

SafeCampus provides consultation and support when you have safety and well-being concerns for yourself or others, including about unwelcome conduct or gender-based violence. You can contact SafeCampus anonymously 24 hours a day, 7 days a week.

When you contact SafeCampus, a response specialist will assess your needs and help you determine next steps. The response specialist will then summarize the information you provided and share it with a confidential advocate and with the Office of the Title IX Coordinator. SafeCampus and the Title IX Coordinator strive to safeguard your information but do not have legally protected confidentiality.

Knowing this, you may choose to remain anonymous when you contact SafeCampus or share limited details about your experience. If the response specialist believes other University professionals need to receive information about your situation—to protect you or the safety of others—SafeCampus will make you aware of that.

SafeCampus does not conduct investigations but, in addition to connecting you with a confidential advocate, that can connect you with an office that receives complaints and initiates investigations.

SafeCampus is available to all members of the UW community no matter where you live, work, or study. Please visit the SafeCampus website or call the SafeCampus help line if you have questions.

Immediate response and support:
SafeCampus
206.685.7233
(all campuses & locations)
washington.edu/safecampus/

For emergency assistance, dial 911
Medical care and Sexual Assault Nurse Examiners (SANE)

After an assault you may want to seek medical care, especially if you have concerns about STIs, pregnancy, or physical injuries. Generally, seeking medical care as soon as possible is advised, and some services are time-sensitive. Relevant evidence is best collected within 72 hours but may be collected up to 120 hours after an assault.

Some health care facilities have SANEs who are specially trained to work with patients who have been sexually assaulted. They will explain each step of the process and allow you to make decisions about what you want to do next. A SANE exam is an important way to preserve evidence should you choose to make a police report.

If you have been sexually assaulted, a SANE can offer:

- A physical exam that will identify any injuries
- Emergency contraception to prevent pregnancy
- Sexually-transmitted infection (STI) testing and prophylaxis medication to prevent infection
- Optional forensic evidence collection and documentation

Federal and state law protect the confidentiality of medical records. Information retained in medical provider records that is otherwise confidential may be subject to disclosure in response to a valid subpoena or court order.

Health care facilities near UW campuses with Sexual Assault Nurse Examiners (SANE):

- UW Medical Center, Harborview Medical Center, Valley Medical Center, Swedish Hospital (First Hill), Seattle Children’s Hospital (for individuals under the age of 18)
- EvergreenHealth in Kirkland and Redmond
- Harrison Medical Center: Bremerton and Silverton; Multicare clinics and hospitals

If a SANE is unavailable, you may be transferred to another medical facility.

Want to talk to someone first?

SafeCampus is available 24 hours a day.

Confidential advocates are available Monday—Friday, 8:00 a.m. – 5:00 p.m.

Contact these resources to learn more about seeking medical care and options to preserve evidence.

You may access medical care prior to contacting University support resources or reporting offices.
Counseling and crisis support

Counseling may assist with recovery from a traumatic experience. The University offers short-term counseling for students on its three campuses and referrals to open-ended counseling services off campus.

If you have experienced sexual assault, relationship and intimate partner violence, stalking, sexual harassment, and/or other sexual misconduct, therapy may include:

- Providing information about trauma and its effects
- Providing information on mindfulness techniques
- Providing tools to support healthy sleep, diet, or exercise habits
- Helping you identify and deal with negative feelings about the traumatic event, such as feelings of guilt or shame
- Helping you identify and deal with negative thoughts about the traumatic event, such as self-blame
- Assisting you in reducing anxiety when exposed to people or places that are reminders of the trauma

In general, state law protects the confidentiality of counseling relationships and records. For more specific information about confidentiality, consult with counseling services staff or your counselor who can answer any questions you have. Counselors have limitations on confidentiality when they learn of:

- Abuse and neglect of a child under the age of 18
- Elder abuse or the abuse of a disabled adult
- A plan for suicide or harm to others

Counseling for students

- **UW Seattle Counseling Center**
  (short-term counseling at no cost)
  206.543.1240
  washington.edu/counseling/

- **UW Seattle Hall Health Center - Mental Health**
  (billed to insurance)
  206.543.5030
  wellbeing.uw.edu/unit/hall-health/

- **UW Bothell Counseling Center**
  (short-term counseling at no cost)
  425.352.3183
  uwb.edu/studentaffairs/counseling

- **UW Tacoma Counseling & Psychological Services**
  (short-term counseling at no cost)
  253.692.4522
  tacoma.uw.edu/studentcounseling

Counseling for employees

**CareLink**
Counseling support is available for benefits-eligible staff, faculty, and other academic personnel through the University’s employee assistance program.
866.598.3978
(TDD: 800.697.0353)
worklife@uw.edu
hr.uw.edu/benefits/uw-carelink/
Making a plan with support

Supportive measures are available whether or not a formal complaint is made or an investigation is launched. An advocate can help you explore your goals so that you can decide what supportive measures you need and how to access them. Supportive measures might include services you access, changes you request, or adjustments to your work or academic schedule. The University generally cannot impose restrictions on a student or employee respondent – the person accused of the misconduct – until and unless a formal complaint is made or an investigation is initiated. Any restrictions implemented may not place an unreasonable burden on you or the respondent.

University staff, such as confidential advocates, SafeCampus response specialists, your human resources representative, or Title IX Coordinators, can assist you in seeking supportive measures.

The University can respond to your safety and health concerns by:

- Engaging in safety assessment and planning
- Identifying referrals for counseling and medical resources
- Working with Husky Nightwalk (Seattle campus) or other services that can escort you around UW campuses
- Changing your dorm room or residence hall
- Increasing the presence of security or UWPD around the buildings where you live, work, or study
- Assisting you in obtaining a civil/court-ordered protection order

Disability services and resources

Academic and employment accommodations can be made for a temporary health condition or injury as well as for a permanent disability such as an acute stress disorder developed or triggered as a result of trauma. Visit the “Other Resources” sections in this guide.

University staff can advocate for academic support, such as:

- More time on exams
- Extensions for papers or projects
- Alterations in course requirements
- Modifications to participation requirements
- Remote attendance for lectures or classes
- Recording of lectures
- Switching course or discussion sections
- Adjustments to lab or desk space

University staff can advocate for changes in your work environment, such as:

- Extensions on specific projects or changes in responsibilities
- Alteration of duties to avoid work with/near a specific person
- Modification in work schedule
- Telecommuting
- Changes to your work/desk space
- A leave of absence
- Changing (temporarily or permanently, pending an investigation) your reporting relationship with your supervisor

You may seek supportive measures without an investigation being launched. However, some additional protective measures may be available if you choose to make a formal complaint. Examples of what might be possible include:

- A temporary and mutual no-contact directive (unless safety requires otherwise)
- Adjustments to the other person’s living, working, or study spaces
- Placing the person who allegedly engaged in prohibited behavior on administrative leave (in work settings)
Title IX Protocol

The University’s Title IX Protocol is designed to provide support, resources, and options—including the option to make a formal complaint—to any person who has experienced sexual assault, stalking, relationship or intimate partner violence, sexual harassment, and/or other sexual misconduct. SafeCampus, the Office of the Title IX Coordinator, and confidential advocates all play an essential role in supporting all affected individuals, including those of any gender, gender-identity, citizenship, or immigration status.

The Protocol is initiated when any member of the University community contacts SafeCampus with concerns about sexual misconduct, including notification of an incident.

When SafeCampus is contacted, response specialists will:

- Conduct a real-time safety assessment to provide immediate support or safety planning if needed
- Provide this guide to the person who has experienced the behaviors or to any caller who can forward this guide to the affected person
- Connect the affected person with a confidential advocate who can help explain their rights and options and provide ongoing support if desired
- Share the information they have received with the Office of the Title IX Coordinator to allow for an assessment of risk to the University community and to identify any patterns or broader issues related to reported behavior
- Provide support and consultation to the caller to assist them in next steps and/or address any other concerns they may have

If an individual situation is determined to be severe, ongoing, or systemic, the Office of the Title IX Coordinator will work with relevant University partners to determine the need for formal action—if any—beyond providing support, resources, and reporting options to the affected person.
Other resources at UW Seattle

The University provides a variety of other resources and assistance on the UW Seattle campus.

**LiveWell**
Provides support to students through advocacy and by helping students address classroom accommodations, financial needs, and other issues affecting their well-being
206.543.2684
livewell@uw.edu
livewell.uw.edu

**University Residence Halls and Apartments**
Provides assistance regarding University housing
206.543.1000 (RA on duty)
hfsinfo@uw.edu

**International Student Services**
Provides visa and immigration assistance for students
iss.washington.edu/

**Student Financial Aid and Student Fiscal Services**
Provides assistance with tuition and other financial issues
f2.washington.edu/fm/sfs/home

**Registrar**
Provides information about course hardship withdrawals
registrar.washington.edu

**Student Legal Services**
Provides confidential legal advice and representation for UW Seattle students regarding non-University processes
depcts.washington.edu/slsuw/

**The Q Center**
Provides support to students and employees of all sexual and gender orientations, identities, and expressions
depcts.washington.edu/qcenter/wordpress/

**Campus Human Resources**
Provides resources for staff employees, including Academic Student Employees and student employees
hr.uw.edu/

**Academic Human Resources**
Provides resources for faculty and other academic personnel
ap.washington.edu/ahr/

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Safety resources

**UW Police Department**
Non-emergency: 206.685.8973

**SafeCampus**
24-hour helpline available to report concerns of potential violence or harassment, to engage in safety planning, and to get connected to a confidential advocate and/or other resources
saufcampus@uw.edu
206.685.7223
uw.edu/safecampus

**UW Shuttles Night Ride**
washington.edu/facilities/transporation/uwshuttles/nr
Husky Night Walk (safety escorts on or near campus)
206.685.WALK (9255)

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**Disability accommodations**
For a temporary health condition and/or permanent disability such as physical injury or acute stress disorder developed as a result of trauma, consider seeking accommodations:

**Disability Resources for Students**
For matriculated students on the Seattle campus
206.543.8924 (voice and relay)
uwdrs@uw.edu

**Disability Services Office**
For all University employees
206.543.6450 (voice) or
206.543.6452 (TTY)
dso@uw.edu

Note: this guide is available as a basic text file to assist persons with disabilities—visit the Office of the Title IX Coordinator’s website.
Other resources at UW Bothell

Care Team
Provides support related to concerns about a student’s well-being
uwb.edu/studentaffairs/care-team

Center for International Education
Provides visa and immigration assistance for students
uwb.edu/cie

Office of the Registrar
Provides affected students with assistance regarding course hardship withdrawals
uwb.edu/registration/policies/withdrawing

Organizational Excellence & Human Resources
Provides resources for affected employees
uwb.edu/hr

Other resources at UW Tacoma

Student Health Services
Office visits provided at no cost
tacoma.uw.edu/studenthealth

International Student Services
Provides visa assistance for affected students
tacoma.uw.edu/iss

Office of the Registrar
Provides affected students with assistance regarding course hardship withdrawals
tacoma.uw.edu/office-registrar/withdrawal-policies

Human Resources
Provides resources for affected employees
tacoma.uw.edu/hr/home

UW Bothell safety resources

Campus Safety Office
425.352.5359 (non-emergency)

SafeCampus
24-hour helpline available to report concerns of potential violence and/or harassment, to engage in safety planning, and to get connected to a confidential advocate and/or other resources
206.685.7223
uw.edu/safecampus

UW Tacoma safety resources

Campus Safety and Security
253.692.4416 (non-emergency)

SafeCampus
24-hour helpline available to report concerns of potential violence and/or harassment, to engage in safety planning, and to get connected to a confidential advocate and/or other resources
206.685.7223
uw.edu/safecampus

Disability accommodations
For a temporary health condition and/or permanent disability such as physical injury or acute stress disorder developed as a result of trauma, consider seeking accommodations:

Disability Resources for Students
For matriculated students at UW Bothell
425.352.5307 (voice) or
425.352.5303 (TTY)
uwbdrs@uwb.edu

Disability Resources for Students
For matriculated students at UW Tacoma
253.692.4508 (voice)
drsuwt@uw.edu

Disability Services Office
For all employees
206.543.6450 (voice) or
206.543.6452 (TTY)
dso@uw.edu

Disability Resources for Students
For matriculated students at UW Bothell
425.352.5307 (voice) or
425.352.5303 (TTY)
uwbdrs@uwb.edu

Disability Resources for Students
For matriculated students at UW Tacoma
253.692.4508 (voice)
drsuwt@uw.edu

Disability Services Office
For all employees
206.543.6450 (voice) or
206.543.6452 (TTY)
dso@uw.edu
Other resources in the community

Harborview Abuse and Trauma Center / Center for Sexual Assault and Traumatic Stress  
206.744.1600

King County Sexual Assault Resource Center  
888.99.VOICE (86423) (24-hour Resource Line)  
kcsarc.org

New Beginnings – Ending Domestic Violence  
206.522.9472 (24-hour Helpline)  
newbegin.org

The Northwest Network of Bi, Trans, Lesbian & Gay Survivors of Abuse  
206.568.7777  
rwnetwork.org

Abused Deaf Women’s Advocacy Services  
206.812.1001  
adwas.org

Rebuilding Hope! The Sexual Assault Center for Pierce County  
24-hour Crisis, Information and Referral Line  
800.756.7273  
sexualassaultcenter.com

Crystal Judson Family Justice Center (Tacoma)  
serving domestic violence victims and their children  
253.798.4166 (Helpline)  
aplaceofhelp.com

LifeWire – Together Against Domestic Violence (Bellevue)  
425.746.1940  
lifewire.org

Rape, Abuse & Incest National Network  
800.656.HOPE (4673)  
rainn.org

National Domestic Violence Hotline  
800.799.7233 (4673)  
thehotline.org

State and federal reporting options  
If you have concerns about whether the University is in compliance with Title IX or other relevant laws, you may make a complaint to state or federal enforcement agencies, including the following:

- U.S. Department of Education, Office for Civil Rights
- Equal Employment Opportunity Commission
- Washington State Human Rights Commission
Reporting options

Reporting is both a right and an individual choice. Consider connecting with a confidential advocate to discuss your options.

Making a formal complaint to the University
A formal complaint is a request for an investigation. You have the right to submit a formal complaint about any behavior that feels inappropriate or unwelcome. The University will respond to your complaint whether you choose to file a report with the police or not.

The process the University follows to investigate and resolve complaints depends on who engaged in the behavior—a student, an employee, or a person unaffiliated with the University. Processes are designed to be prompt, fair, impartial and to equitably protect the rights of individuals participating in them. If you choose to submit a complaint, a confidential advocate can work with you throughout the complaint, investigation, and hearing process.

Reporting to the police
Behaviors described in this guide may also be a crime, and you may report them directly to the police. Police with jurisdiction over the location where the alleged crime occurred will investigate. If you have also chosen to report to the University, the University will make legally-allowed efforts to work cooperatively with the law enforcement agency but will not unduly delay its own investigation.

If you do report to the police, they may notify the University that a report has been made.

Confidential advocates can provide you with more information about reporting to the police. They can provide services regardless of where an incident took place.

Seeking a court-issued protective order
The main purpose of a court-issued protective order is to keep the respondent or subject from contacting you or causing further physical harm. There are different types of protective orders available based on the situation and the people involved. Confidential advocates are available to provide more information and support in seeking a protective order.

(Continued on next page)
Where to submit a formal complaint depends on the person who engaged in the prohibited behavior.

**If that person is:**

- A student
- An employee

**You may report to:**

- Title IX Investigation Office
- Police
- UCIRO
- Police

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**The University Complaint Investigation & Resolution Office (UCIRO)**

investigates complaints against University employees (faculty and other academic personnel, staff, and student employees)

206.616.2028
uciro@uw.edu
compliance.uw.edu/uciro

**UW Human Resources**

While all formal complaints must be submitted to UCIRO or the Title IX Investigation Office, after an initial assessment, some complaints may be transferred to Human Resources for investigation. Human Resources also handles complaints against non-students and non-employees (such as contractors working on campus or patients seeking medical care) who engage in prohibited behavior that affects the work environment of staff and student employees.

206.616.5334
tixinv@uw.edu
uw.edu/compliance/tixio/

**UWPD**

911 (emergencies)
206.685.UWPD (8973)
uwpolice@uw.edu

**Seattle Police Department**

911 (emergencies)
206.625.5011

**Bothell Police Department**

911 (emergencies)
425.486.1254

**Tacoma Police Department**

911 (emergencies)
253.798.4721

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**Compliance Resources**

The University Complaint Investigation & Resolution Office (UCIRO) investigates complaints against University employees (faculty and other academic personnel, staff, and student employees).

206.616.2028
uciro@uw.edu
compliance.uw.edu/uciro

The Title IX Investigation Office investigates complaints against University students.

206.616.5334
tixinv@uw.edu
uw.edu/compliance/tixio/

The University of Washington
State and federal law impose complex and specific requirements which must be incorporated into university investigations and adjudications of sexual misconduct. The information below provides a general overview of these procedures at UW. If you chose to submit a formal complaint, you will receive more detailed information about your rights and options throughout the process. For additional information before making a formal complaint, contact a confidential advocate or the Office of the Title IX Coordinator.

**Contacting an investigation office:** UCIRO and the Title IX Investigation Office are the offices designated to receive complaints and conduct investigations. A representative of the office will answer your questions and/or set up an initial meeting with an investigator. You will not be expected or asked to share more details than you are comfortable with during this initial conversation. Remember, you do not need to request an investigation in order to receive supportive measures.

**Timing considerations:** Deciding if or when to report sexual harassment, sexual assault, or other sexual misconduct is a very personal decision. While there is no right or wrong time to make a complaint, timing may affect how the University is able to respond. For example, sanctioning options may be limited if the University receives a report too close to or after a student respondent's graduation or if the University receives a report after an employee respondent has left their position at the University.

**Meeting with an investigator:** If you elect to meet with an investigator, you may choose to be accompanied by a confidential advocate and/or another advisor. The investigator will provide details of the investigation process, answer questions, and gather information about your experience. The investigator will also provide you with information about University policies and Department of Education federal regulations that prohibit sexual assault, stalking, relationship or intimate partner violence, sexual harassment, and/or other sexual misconduct. The differences between the federal and University definitions and processes will be clarified for you throughout the process.

After the University investigator considers and reviews the information you provided, you will be informed of action(s) the University will take, including whether an investigation will be opened and if the Department of Education federal regulations and/or University policy apply.
Overview of the process

**Allegations and notice:** The investigator will meet with you to understand what happened and prepare allegations based on what you share. Once you confirm the allegations, the investigator will provide official notice of the allegations to the respondent (i.e., the person who has been accused of misconduct).

**Investigation:** The investigator will thoroughly interview you, the respondent, and any witnesses; they will also ask everyone they interview to provide relevant evidence and information, including documents, emails, texts, or social media communications. The investigator will assess and analyze the evidence and information provided by the parties and witnesses. This process can take weeks or months, depending on the complaint and availability of witnesses. If you're working with a confidential advocate, they can help you prioritize your self-care during this time.

If any allegations involve conduct prohibited by the Department of Education federal regulations, the investigator will provide a draft report, along with relevant and related evidence, to both you and the respondent. You will have an opportunity to respond and provide feedback.

**Concluding the investigation:** In some cases, an investigator can make a decision about whether code or policy was violated. In other cases—including any matter involving allegations of conduct prohibited by the Department of Education federal regulations—a hearing will be initiated.

**Hearing:** If a hearing occurs, an advisor and support person may accompany you. The way they may participate will be explained before the hearing. For hearings that involve conduct prohibited by the federal regulations, both you and the respondent must have advisors who will orally ask questions of the other party and of witnesses. In student conduct hearings that don't involve the federal rules allegations, questions are posed in writing and then asked by the hearing officer.

**Sanctions and disciplinary action:** If it is determined that code or policy was violated, sanctions for student respondents can include loss of privileges, an ongoing no-contact directive, and/or disciplinary probation. For matters that go to a hearing, suspension and dismissal are also possible sanctions. Corrective or disciplinary action for employee respondents can range from coaching and education to changes in work assignment to termination of employment.

**Appeals:** After findings are issued in a student conduct matter, you and the respondent both have the option to request administrative review, which is also referred to as an appeal. In employee matters involving the Department of Education federal regulations, you and the respondent will also have the opportunity to appeal the decision.
Privacy and University records

The University seeks to protect the privacy of those who participate in investigations of sexual assault, stalking, relationship or intimate partner violence, sexual harassment, and/or other sexual misconduct in accordance with applicable state and federal laws. It balances this practice with the need to investigate and address prohibited behaviors, prevent their recurrence, and remedy their effects.

Some information relevant to investigations may be protected from disclosure by law, such as student records which are protected by the Family Educational Rights and Privacy Act or healthcare information which is protected by the Health Insurance Portability and Accountability Act.

In the case that information related to an investigation must be shared, it will be limited to those persons with a legitimate educational or business need to know. This might include the staff of the Office of the Title IX Coordinator, UW Human Resources, the Office of Academic Personnel, or the administrative head of a University department or unit.

The University must also report campus crime statistics, including those relevant to incidents of sexual violence, in compliance with its obligations under the Clery Act. Personally identifiable information is never disclosed in this context. If information is requested through a valid subpoena, court order, or warrant, the University may be required to disclose it.

How can I obtain the record of an investigation?

If you are a student who participated in an investigation, you may request records by emailing the Office of the University Registrar at ferpa@uw.edu. If you are an employee who participated in an investigation, you may request records through the University’s Office of Public Records and Open Meetings by emailing pubrec@uw.edu.

What should University employees do when they become aware of sexual misconduct?

With the exception of confidential advocates and healthcare providers (including mental health professionals), all other employees (i.e., faculty and other academic personnel, professional and classified staff, students employed by the University) who learn of sexual misconduct are advised to contact SafeCampus for guidance and support.

SafeCampus works in collaboration with the Office of the Title IX Coordinator to ensure that all persons who have experienced sexual misconduct receive support and information about resources and reporting options. SafeCampus, the Title IX Coordinator, and other campus partners will also evaluate whether there is a risk to the safety of the community. After an initial safety assessment, SafeCampus will make a referral to a confidential advocate who can discuss and help facilitate supportive measures as well as explain how to submit a formal complaint if the impacted person chooses to do so. All information exchanged between a survivor/complainant and an advocate is confidential.

If you have been notified that you are a Title IX Official Required to Report, per the 2020 federal regulations, you must contact SafeCampus when you become aware of sexual misconduct.

What should University employees do when they suspect a minor participating in University programs or activities is the victim of abuse or neglect?

Any University employee or volunteer who has reason to believe that a minor (i.e., any person under the age of 18) has experienced abuse or neglect must immediately report to law enforcement or the Department of Social and Health Services, per Executive Order 56. Employees should also notify SafeCampus of the suspected abuse or neglect.
This guide is published by the Office of the Title IX Coordinator for the purpose of providing information about rights, resources, supportive measures and complaint/investigation options to University students and employees.

It is in compliance with the amendments to the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act made by the Violence Against Women Reauthorization Act of 2013 and the 2020 Department of Education Title IX Regulations.

The University of Washington reserves the right to modify, delete, or edit the guide’s content without notice. The guide should not be construed as legal advice or a guarantee of particular outcomes.

For questions, contact the Office of the Title IX Coordinator at 206.221.7932 or titleix@uw.edu.

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