UCSF Annual Security Report 2015–16

For all UCSF Campus Locations: Parnassus, Mission Bay, Mount Zion and UCSF Benioff Children's Hospital Oakland

Contains crime statistics for 2012–14 calendar years

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The University of California, San Francisco (UCSF) is a health science campus with four professional schools (Dentistry, Pharmacy, Nursing, and Medicine) and a Graduate Division located on sites throughout San Francisco and the greater Bay Area. The University is an institution whose mission is teaching, research, patient care and public service to all members of the community. The University has a workforce in excess of 22,000 and a student population of approximately 4,800.

The campus shares many of the same interests and complex problems associated with any major modern urban community – including crime. The University is not isolated from this issue. Crime is a national concern that affects all facets of the campus population. Therefore, we urge you to be alert and aware of your surroundings and to exercise common-sense safety precautions.

This publication was produced in compliance with the Jeanne Clery Act, which requires colleges and universities receiving federal funding to disclose reported instances of criminal activity on their campuses. Also included is information about UCSF’s campus security policies and steps you can take to maximize your personal safety. This publication and additional safety information can be found on our website at: www.police.ucsf.edu.

Mike Denson
Interim Chief of Police
UCSF Police Department
Clery Act Compliance Officer

The UCSF Annual Security Report is produced by the UCSF Police Department in cooperation with the Office for the Prevention of Harassment and Discrimination, Student Academic Affairs, Student Life Services, and Housing Services. This document, in accordance with the Jeanne Clery Act, is the University of California San Francisco’s annual security report which includes statistics for the previous three years concerning reported crimes that occurred on campus; in certain off-campus buildings owned or controlled by the University; and on public property within, or immediately adjacent to and accessible from the campus.

The procedures for preparing the annual disclosure of crime statistics include reporting statistics to the University community obtained from the following sources: the UCSF Police Department, the San Francisco Police Department, the Oakland Police Department, the Alameda County Sheriff’s Office, other outside law enforcement agencies and non-police officials, Campus Security Authorities (CSAs) (as defined on page 5). For statistical purposes, crime statistics reported to any of these sources are recorded in the calendar year the crime was reported. A written request for statistical information is made on an annual basis to all CSAs (as defined by federal law). This report also includes institutional policies concerning campus security, such as policies concerning alcohol and drug use, crime prevention, the reporting of crimes, timely warning of crimes, sexual violence and other matters obtained and updated by the relevant UCSF department.

For comments or copies of this publication, please contact:

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The University of California, San Francisco Police Department (UCSFPD) serves the University community by helping to protect it against crime.
UCSFPD endeavors to be known for its community service orientation, effectiveness at preventing crime through campus community involvement, and for providing a safe living and working environment for the promotion of education, research and public service. The Department has three service locations: Parnassus Campus, 654 Minnesota Street and Mission Center Building.

The emergency UCSF Police Department number is 9+911 when dialing from an on-campus landline, and (415) 476-6911 when dialing from a cell phone. The non-emergency number is (415) 476-1414.

For more information on UCSFPD, please go to our website at: http://police.ucsf.edu.
Vision Statement
We strive to provide a crime free and safe environment through strategic policing, integrity, respect and strong community partnerships. We willingly accept this responsibility and hold ourselves accountable for its accomplishment.

Mission Statement
Our mission is to enhance the safety and quality of life at UCSF by working in partnership with the community to promote public safety and crime prevention through education and enforcement; to maintain public order while preserving the legal rights of all individuals; to provide effective, efficient and courteous service; and to reduce the impact of crime. This mission is accomplished through effective:

- Crime prevention and suppression
- Victim support and assistance
- Infrastructure protection
- Emergency preparedness
- Traffic safety

Role, Authority, and Training
UCSFPD is vested with the authority and responsibility to enforce all applicable local, state, and federal laws. Officers have the authority and duty to conduct criminal investigations, arrest violators and suppress campus crime. UCSFPD officers are duly sworn peace officers under California Penal Code Section 830.2(b), authorized to carry firearms and have the same authority as municipal police officers to use police powers of arrest. UCSFPD has primary jurisdiction on all UCSF owned and operated properties and concurrent jurisdiction with local agencies in adjacent areas. UCSFPD provides law enforcement services 24 hours a day, 365 days a year.

UCSFPD officers are graduates of California Peace Officers Standards and Training (POST) certified training academies and continually undergo training to maintain their state certification and professional skills. UCSFPD Officers have received training in Incident Command System (ICS), National Incident Management System (NIMS) and Standardized Emergency Management System (SEMS).

Working Relationships with Outside Law Enforcement Agencies and Jurisdiction
UCSFPD maintains professional working relationships with the San Francisco Police Department. UCSFPD maintains a Memorandum of Understanding (MOU) with SFPD pertaining to the investigation of alleged criminal incidents. UCSFPD also maintains MOUs with South San Francisco PD and Daly City PD.

For more information on UCSFPD's services and operations please see the University of California Police Department Annual Report and Crime Statistics at: http://police-statistics.universityofcalifornia.edu/2014/ucsf.html

Off-Campus Criminal Activity
UCSF does not have any off-campus sites that are controlled by recognized student organizations.
If you are the victim or witness to a crime, you have the responsibility to report it immediately to the police. UCSF community members are encouraged to accurately and promptly report all crimes or any suspicious activity to the UCSF Police Department, when the victim of a crime elects or is unable to make such a report. Students and employees who report crimes to UCSFPD may aid in averting crimes and in the apprehension of suspects, as well as allowing UCSFPD to initiate a Timely Warning notice and to include the information in the annual statistics disclosure. Most importantly, prompt reporting will assist the Police Department to maintain a safe and secure campus environment for all of us. Crimes reported to UCSFPD and designated Campus Security Authorities, as defined at right, will be reported in the annual statistical disclosure.

UCSF Designated Campus Security Authorities

Campus Security Authorities (CSAs) have been identified by the Clery Act Coordinator to record any Clery Act crime or crime-like incident, and to submit this information to UCSFPD. All information is confidential, unless the victim gives permission to document identifying data for police to investigate. Referrals for disciplinary action must be included when they involve an incident that may be a crime. All CSAs who contribute to the Annual Security Report must maintain files documenting the data they report.

CSAs can also provide information about University programs for assisting victims of sexual assault and other assaults, and procedures for seeking medical help, as well as refer victims to counseling and support services.

The titles and contact information for Designated Campus Security Authorities is listed on page 42 of this report.
How to Report a Crime

San Francisco: In an emergency dial 9+911 from any campus phone or (415) 476-6911 from a non-campus phone. In a non-emergency dial (415) 476-1414. Whenever possible, the actual victim or witness should contact the UCSFPD directly. First-hand information is always more accurate and complete.

UCSF Benioff Children's Hospital Oakland:
Report a crime by dialing “55” at the main hospital and 9+911 for off-site locations.

How to Report a Crime Online

If you wish to report an incident of receiving annoying phone calls, petty theft, vandalism or lost property, this can be done online at: http://police.ucsf.edu/report-crime

What to Say…

When calling to report a crime or incident, please be ready to give information such as:

- Your name, your location, the phone number you are calling from
- A brief description of what occurred
- Where and when did the incident occur?
- How many suspects are involved?
- Did the suspect(s) have a weapon? If so, what type of weapon?
- Where and when was the suspect(s) last seen?
- What did the suspect(s) look like (gender, race, age, height, weight, hair color/length, clothing, facial hair, tattoos/scars)
- Where the police should go to meet you or to respond to this incident?
- Be sure to include any other relevant information (i.e., description of getaway car, distinct body odor, etc.)
- Speech issues (accent, dialect)
- Background noises
Reporting an Emergency

**San Francisco:** For reporting all emergencies related to police, fire, chemical spills or medical assistance, dial 9+911 from any campus telephone or dial (415) 476-6911 from a cell phone to contact the UCSF Police Department. When 9+911 is dialed, the public safety dispatcher receives information on a computer screen identifying the location where the call originated. When dialing from a cell phone, you will have to provide the dispatcher with the location.

If contacting the SFPD for emergencies, dial 911 or if using a cell phone, dial (415) 553-8090.

To file a police report in person, you may go to the main UCSFPD administrative office at 654 Minnesota Street, Suite 180.

**UCSF Benioff Children’s Hospital Oakland:** Report an emergency by dialing “55” at the main hospital and 9+911 for off-site locations.

Reporting a Non-Emergency

For non-emergency assistance or for general inquiries, please dial (415) 476-1414 if dialing from a cell phone or 6-1414 if dialing from a landline on campus.

Note: While we encourage everyone to report crime directly to the police department, the Campus Security Authorities, listed on page 42 of this report, may also provide assistance with reporting.

Response to Reports of Crime

Dispatchers are available at the telephone numbers listed above 24 hours a day to answer your calls. In response to a call, UCSFPD will take the required action, either dispatching an officer or asking the victim to report to UCSFPD to file an incident report. All reported crimes will be investigated by UCSFPD and will become a matter of public record. If assistance is required from the local Police Department or the local Fire Department, UCSFPD will contact the appropriate jurisdiction. If a sexual assault or rape should occur, staff on the scene, including UCSFPD, will offer the victim a wide variety of services.

Confidential Reporting Procedures

All incidents reported to UCSFPD are considered confidential except information that is required by law to be released. For cases involving sexual assault and with the complainant’s permission, UCSFPD can file a report on the details of the incident without revealing his or her identity. The purpose of a confidential report is to comply with the complainant’s wish to keep the matter confidential, while taking steps to ensure the future safety of the complainant and others.

With such information, UCSFPD can keep an accurate record of the number of incidents involving students and staff, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the University community to potential danger. Reports filed in this manner are counted and disclosed in the annual crimes statistics for the institution.

If you are the victim of a crime and do not want to pursue action within the University system or the criminal justice system, you may still want to consider making a confidential report to one of the Designated Campus Security Authorities. At a minimum, crime victims will receive valuable counseling and referral information.

Although UCSF pastoral and professional counselors are exempt from reporting requirements, they are encouraged, if and when they deem appropriate, to tell their clients about confidential reporting procedures. Confidential reports/anonymous reports are extremely valuable in order to prevent further victimizations and to obtain a more accurate portrait of UCSF campus crime.

The Faculty Staff Assistance Program (FSAP) provides confidential counseling for faculty and staff as well as support for victims; assisting them as necessary regardless of whether a police report has been made. Students may obtain similar services at Student Health Services. More information about these services can be found on page 33 of this report.
Timely Warning Notices and Policy

UCSF will issue a Timely Warning Notice (called Crime Alerts at UCSF) if deemed necessary in the event of a crime that poses an ongoing or serious threat to members of the University community. Crime Alerts are typically issued for the following Uniformed Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) crime classifications: arson, aggravated assault, murder/non-negligent manslaughter, robbery, and sex offenses (rape, fondling, incest and statutory rape). Alerts may also be issued for the Clery Act defined crimes of dating violence, domestic violence, and stalking.

All incidents are considered on a case-by-case basis, depending on the facts of the case.

For example, if an assault occurs between two students who have a disagreement, there may be no on-going threat to other UCSF community members and a crime alert would not be distributed. In cases involving sexual assault, they are often reported long after the incident occurs, thus there is no ability to distribute a “timely” warning notice to the community. If there is a pattern of crime in the categories of burglary or motor vehicle theft, a crime alert would typically be distributed. Crime Alerts may also be posted for other crime classifications and locations, as deemed necessary such as hate crimes, arrests for liquor law, drug law, or weapons possession.

Timely Warning Notices are written and distributed by UCSFPD.

As noted, such reports shall be provided to the UCSF community in a manner that is timely and may aid in the prevention of similar occurrences. UCSFPD reviews all crime reports to determine if there is an on-going threat to the community and if the distribution of a Timely Warning Notice is warranted.

Timely warnings (Crime Alerts) are disseminated to students, faculty, and employees through the all-University Administrative Listservs and are also posted on the University Police website. UCSFPD will withhold as confidential the names and other identifying information of victims from all Crime Alerts.

Depending on the particular circumstances of the crime, the UCSF Police Department may also post a Crime Alert via the campus-wide electronic bulletin, UCSF Today, to provide the University community with additional timely information. The electronic bulletin is immediately accessible via computer by all faculty, employees and students.

Anyone with information warranting a timely warning should report the circumstances to UCSFPD by phone, (415) 476-1414, or at the dispatch center within 654 Minnesota Street, Suite 180, San Francisco, CA 94143-0238.

Emergency Notification – Imminent Threat To Life/Safety

UCSFPD will immediately notify the campus community upon receipt of information that a dangerous situation or significant emergency exists involving an immediate threat to the health or safety of students or staff on campus. UCSFPD will also immediately notify the community when immediate action is required by the recipient. Such situations might include natural disasters, chemical spills, and active shooter situations.

Confirmation of a Significant Emergency or Dangerous Situation

UCSFPD will confirm the existence of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees by contacting the appropriate department or agency (e.g., UCSF department(s) or the City and County of San Francisco). UCSFPD will verify that the threat/event is credible, identify the location(s) of the threat/event, the imminence of the threat, and its impact on life, safety and/or property.

Content, Segments to Be Notified, and Initiation of the System

The content of the notification will be based on a combination of pre-scripted, approved messages and messages developed by authorized officials. These officials include the Chief of Police/Emergency Operations Center (EOC) Director, Chief of Police designee, and EOC Director alternates. Content where possible shall be developed in consultation with UCSF Public Affairs or the Public Information Office.

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1 Timely Warning Notices related to UCSF Benioff Children’s Hospital Oakland are written and distributed by Children’s Hospital Security.
Those authorized individuals (Chief of Police/designee or EOC Director/designee) will determine the segments of the University to be notified, and have authorization to initiate the system. UCSFPD will without delay and taking into account the safety of the community, determine the content of the notification and initiate the notification system. UCSFPD will do so, unless issuing a notification will, in the professional judgment of responsible authorities and first responders, compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

Follow up information pertaining to a significant emergency or dangerous situation on campus will be sent using some or all of the systems listed above, as deemed appropriate.

WarnMe

The WarnMe Mass Notification System may be used to communicate official information during an emergency or crisis situation that disrupts normal University operations or threatens the immediate health or safety of the University community.

WarnMe is a multi-modal emergency notification system used to inform the community about incidents and emergencies affecting the University. Systems include:

- **Email Messaging** – Current students, faculty, and staff are automatically registered to receive notifications on their UCSF email account and cannot opt-out of this type of notification. Anyone with an active UCSF ID can opt-in to receive emails on other personal email accounts.

- **Text Messaging** – An opt-in notification where a text message can be received on mobile phones and other ‘smart’ devices. UCSF does not charge for this service; however, SMS carriers may have standard text messaging charges.

- **Voice Message** – An opt-in notification where a voice message can be received by mobile, home or work phone. Officially assigned UCSF phone numbers are automatically included, and cannot opt-out of the system.

**Registering Personal Devices/Contact Information – Current students, faculty, and staff:**

To opt-in to receive emergency text, email and voice messages via personal contact information/devices, visit http://warnme.ucsf.edu/. You must have an official UCSF employee or student ID to register.

Disseminating Emergency Information to Members of the Larger Community:

UCSF Public Information Office (PIO) has primary responsibility for working with the press and media. The PIO is responsible for determining the publicity value of a story in addition to the method, time and sources of dissemination of stories. The Chief of Police or designee works with the news office in preparing and releasing factual information on major crimes, Department issues or other newsworthy events, per the UCSF Crisis Communications Plan.

The PIO shall be notified by UCSFPD of all major incidents such as arson, explosions or civil disturbance which should be brought to their attention. For less serious situations, the Chief of Police or designee shall decide whether the circumstances warrant contacting news services. UCSF maintains a 24-hour hotline in order to initiate immediate notification, accessible to both UCSFPD and the PIO. Appropriate factual information, news briefings and “News Releases” will be planned cooperatively between UCSFPD and the PIO, following the protocols within the UCSF Crisis Communications Plan.

The systems below are available to members of the larger community who are interested in receiving notification information regarding emergencies on Campus.

- **Electronic Display Boards** – Emergency alert beacons and marquees directly linked to the WarnMe system are located throughout University public spaces and are activated as deemed appropriate by UCSFPD.

**UCSF Benioff Children’s Hospital Oakland:** Upon alert and notification of an emergency situation at the hospital phone operators under support services and/or security personnel determine the nature of the incident using a standard checklist [EM-400 Emergency Operations Plan a) Alert and Notification procedures]. An overhead page emergency notification system initiated by the operator and support services provides alerts at the main medical center. Additionally, disaster pagers are available to all Children's Hospital Oakland off-site locations that make a request via the hospital operator for call-out notification specific to a department. Nixle emergency alerts and Twitter social media at the hospital are an opt-in systems along with the subscriber’s choice, his/her cellular or land-line telephone. The hospital has also designed a Disaster Hotline that can be used for pre-recorded news, information, and instructions. The Disaster Hotline telephone number is (510) 428-3192.
Emergency Management at UCSF

Disasters or emergencies can happen suddenly, interrupting normal operations and overwhelming typical response scenarios. UCSF has an Emergency Response Management Plan (ERMP) to address these crisis situations. The ERMP outlines the immediate actions and operations required for a major disaster or emergency in which special measures must be taken to save and protect the lives of students, patients, employees and the public; provide essential services; and manage UCSF resources effectively during the emergency response.

The ERMP provides the management structure, key responsibilities, emergency assignments and general procedures to follow during an emergency.


Drills, Exercises, and Training

In conjunction with other agencies, the University conducts numerous emergency response exercises each year, including table top and field exercises. Monthly testing of the Mass Notification System, WarnMe, is also conducted. These tests are designed to assess and evaluate the emergency response plans and capabilities of the institution. These tests may be announced or unannounced. At least annually, emergency response and evacuation procedure are publicized in conjunction with a test.

General information about emergency response and evacuation procedures is publicized each year as part of the University’s Clery Act compliance efforts and is available on the UCSFPD Emergency Management webpage under the “Preparing for Disasters” section.

**UCSF Benioff Children’s Hospital Oakland:** UCSF Benioff Children’s Hospital Oakland Emergency Management assists departments and sites with developing, maintaining, and implementing emergency operations plans, developing and conducting exercises, hazard vulnerability assessments (HVA), and building resilient partnerships with external response agencies. This group assists with and coordinates the hospital’s overarching mitigation, preparedness, response, and recovery programs. Emergency Management develops and distributes emergency response procedures to students and employees via emergency response overview, badge buddy, and education programs, with information available at all Children’s Hospital locations through the Environmental Health & Safety Office.

Children’s Hospital conducts at least two exercises annually. These exercises include, but are not limited to: table top, drills, functional, or full-scale. The campus conducts after-action reviews of all emergency management exercises. These exercises are coordinated with local, state, and federal response agencies, as well as stakeholders. In conjunction with at least two exercise each year, the campus will notify the appropriate campus community of the exercise and remind the community of the alert and notification system and emergency response procedures.

Evacuation Procedures for UCSF

**If you hear the FIRE ALARM:**

- Do not ignore the building alarm warning.
- EVACUATE. Follow evacuation plan and procedures.
- Look for smoke or fire in the immediate area and along exit pathways.
- Listen for instructions from: PA system, Police or Fire Department personnel, Emergency Coordinators/Floor Wardens.
- In “high-rise buildings” the fire alarm system requires staff on floors not directly involved in the fire remain in the building until instructed otherwise. The fire alarm will sound, alerting the need to evacuate only on the incident floor, two floors above, and one floor below. (Does not apply to in-patient care areas (e.g., Moffitt-Long Hospitals) and designated out-patient care areas – See Department Plan – Refer to the Hospital Evacuation Policy.)
- Announcements will be made on additional floors if further evacuation is necessary. Become familiar with your building’s fire alarm and alert system. If the alarm sounds on your floor, implement evacuation plan.
- Never enter a smoke filled room.
■ Feel all doors at top for heat. Do not open door if it is warm to touch. Even if door is cool, kneel as low to the floor as possible before opening.
■ Determine in advance the nearest emergency exit/route from your work location.
■ Establish an alternate exit route to be used in the event your first route is blocked or unsafe to use.
■ If safe to do so, and time allows, secure sensitive documents upon exiting.
■ Take personal property (e.g., purse, keys, and coats) with you. You may not be allowed to re-enter the building.
■ Walk, do not run. Keep noise to a minimum.
■ DO NOT use elevators.
■ Do not push or crowd, use handrails in stairwells – stay to the right.
■ Assist anyone with disabilities if they are present.
■ Move to your Emergency Assembly Area, and await further instructions.
■ Never try to re-enter an evacuated building until authorized personnel give the “all clear” signal.

Evacuation of Disabled Persons

It is recommended that individuals with mobility, visual or deaf/hearing impairments (both permanent and temporary) prepare for an emergency ahead of time by informing their Building Management, work site Emergency Coordinators, co-workers and classmates of the best methods of assistance during an emergency.

A “buddy” system should be established in which volunteers are paired with persons with disabilities, and will have the responsibility of alerting and assisting them during an evacuation.

Attempt a rescue evacuation ONLY if you have had rescue training or the person is in immediate danger and cannot wait for professional assistance.

All emergency exit stairwells are resistant to fire and smoke for approximately two hours. Disabled persons are advised to proceed to them and await assistance by rescue personnel.

State law requires occupants to evacuate a building when the fire alarm sounds. Title 19, Section 3.10.

**When Not to Evacuate (Shelter-In-Place)**

WarnMe, UCSF’s Mass Notification System will be activated with instructions to shelter-in-place to all UCSF email accounts, and any self-registered mobile devices, (registered at www.warnme.ucsf.edu) if deemed appropriate by UCSFPD.

Outdoor warning sirens or horns maintained by the City and County of San Francisco may be activated (San Francisco tests the system and can be heard every Tuesday at Noon).

**Summary**

- **Know your department staff.** Encourage individuals with disabilities to self-identify with the EAP Emergency Coordinator for emergency planning purposes.

- **Refer to the Campus Emergency Procedures** (yellow flip chart) as a University-wide guideline.

- **Prepare an evacuation plan** for all staff, students, patients, and visitors. Plan for what you would do, who may need assistance, use of evacuation chairs if indicated, and where you should go to wait for assistance. Include this information in the respective departmental Emergency Action Plan.

**During normal business hours the administrative and academic facilities at UCSF are open and accessible to students, staff, faculty and visitors of the University.** After normal business hours and during breaks these facilities are locked and only accessible to authorized individuals. UCSFPD and Security conduct routine security and safety patrols of the academic and administrative buildings to monitor conditions and report any unusual circumstances.

Residential facilities are only accessible to building residents and their authorized guests and visitors. Residents should avoid permitting unknown individuals access to the residential buildings. Housing staff and UCSFPD monitor security in the residential facilities and encourage building residents to report suspicious or unusual activity.

**Security Considerations Used in the Maintenance of Campus Facilities**

UCSF maintains campus facilities in a manner that minimizes hazardous and unsafe conditions. Parking lots and pathways are illuminated with lighting. UCSFPD works closely with Facilities Services to address burned out lights promptly as well as malfunctioning door locks or other physical conditions that may deter security. Facilities Services is notified by UCSFPD of all incidents of property damage that occur at UCSF locations.

To report any issues related to the maintenance of campus facilities please contact Facilities Service at 476-2021.
As a public university, UCSF is uniquely challenged to strengthen our safety and security while also preserving the openness and public accessibility that we so highly value. While there are no fail-safe solutions to preventing crime, we have measures in place to enhance our community’s safety.

These measures include:

■ **Threat Management Team** – UCSF maintains a work place violence early warning system that provides for a multi-disciplinary approach to evaluating and mitigating potential work place violence situations.

■ **Campus Police and Security Staff** – The UCSF Police Department consists of 130 plus authorized staff, including 56 sworn police officers, dedicated to crime suppression and prevention. The Police Department provides 24-hour service every day to UCSF sites in San Francisco County. The Department closely coordinates mutual-aid resources with neighboring police jurisdictions and other UC campuses. The Department also staffs approximately 60 security personnel deployed throughout UCSF campus locations. Additionally, the UCSF Medical Center maintains a staff of approximately 76 security guards and closely coordinates with UCSFPD. UCSF Benioff Children’s Hospital Oakland staffs approximately 27 full time security personnel throughout its locations, in addition to patrols provided by the Alameda County Sheriff’s Office at the main hospital.

■ **911 Emergency Communications Center** – The UCSF Police Department operates a state-of-the-art 911 Emergency Communications Center (ECC) that operates 24/7 to answer calls for assistance and dispatch appropriate public safety personnel. The ECC ensures communication between emergency responders from multiple jurisdictions.

■ **Emergency Notifications** – The Department employs numerous emergency notification processes, including a system that sends alerts to the phones, emails, pagers and ‘smart’ devices of campus leadership and Emergency Operations personnel. Also, email notification can be sent to every person at UCSF with an email address and real-time information can be posted on the Campus Emergency Hotline, which can be accessed during an emergency at (415) 502-4000. Additionally, some campus buildings are equipped with overhead alert systems.
 ■ **Emergency Operations Center** – The Police Department and Emergency Operations staff routinely conduct emergency drills and trainings.

 ■ **Intercoms and Panic Buttons** – The University has installed emergency intercoms and panic buttons throughout the Parnassus, Laurel Heights and Mission Bay parking structures and in open parking lots. Upon receipt of any call for assistance, police officers are dispatched immediately to the incident location.

 ■ **Walking Escorts** – Walking escorts for patients, visitors, staff and students to the respective parking lots or garages (possibly bus stops if requested) are available for the Parnassus, Mission Bay, Laurel Heights and Mission Center Building locations.

   The phone numbers for walking escorts are as follows:
   
   Medical Center Security Services (Parnassus) | **885-7890**
   Mission Bay Genentech Hall, 1st Fl Main Lobby | **514-4020**
   Rock Hall, 1st Fl Main Lobby | **514-4317**
   Laurel Heights, 1st Fl Main Lobby | **476-8868**

 ■ Most importantly, we rely upon the vigilance of every member of the UCSF community to help maintain a safe and secure environment. On a departmental level, managers should ensure that Emergency Action Plans remain current and staff is aware of emergency procedures. Individually, we all can contribute by wearing UCSF identification cards, immediately reporting suspicious activity, closing and locking doors appropriately and knowing our emergency procedures.

   For further information, and to download the UCSF Campus Emergency Procedures guide, please go to the UCSF Police Department website and follow the links to “Preparing for Emergencies” and “Forms and Resources”.

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**Daily Crime Log**

The purpose of the Daily Crime Log is to record all criminal incidents and alleged criminal incidents that are reported to the UCSF Police Department.

The log is designed to disclose crime information on a timelier basis than the annual statistical disclosures. A crime is entered into the log within two business days of when it is reported to UCSFPD. This includes crimes that are reported directly to UCSFPD, as well as crimes that are initially reported to another law enforcement agency who subsequently reports them to UCSFPD.


The Daily Crime Log is also available at the UCSFPD main administrative location at 654 Minnesota Street, Suite 180, San Francisco, CA 94143-0238, or by calling (415) 502-9396.

The Daily Crime Log can be accessed at any public computer with Internet access throughout UCSF, including the libraries at Parnassus and Mission Bay, along with other publicly available computers.
Tips for Prevention of Campus/Personal Property Theft

In 2014, UCSF experienced 371 property crimes totaling $383,047 in losses. Computers remain one of the most targeted items for theft. What measures can you take to protect your property?

**Tips to Secure Your Computer**

- Use a security device such as a cable lock whenever possible or store your laptop in a secure area.
- Regularly update your virus protection software and download security updates and patches.
- Use a firewall program and use a secure browser.
- Delete all suspicious emails and their attachments.
- Don’t share your password; make your password difficult to guess. If possible, do not let the computer remember passwords for you.

**Tips to Reduce the Opportunity for Theft**

- Do not leave your wallet/purse or other valuables unattended in an unlocked desk or cabinet.
- Lock your door or your desk when you leave, even if you are gone for a short time.
- Be alert for suspicious activity and promptly report to UCSFPD.
- Maintain strict key/security code control.
- Keep updated inventory of all office, lab, and home equipment.
- Have all equipment secured with approved lock-down device(s).
- Identify all University equipment by engraving on the top or front side.*
- Identify personal property by engraving your California driver’s license number; do not use your social security number.

*Note: Engravers are available for any UCSF employee/student. They may be checked out by contacting the Emergency Communications Center at 476-1414. The Emergency Communications Center will coordinate the release of the engraver, which is available 24/7.

Vehicle Safety Tips

- Have your vehicle keys in hand when you approach your vehicle.
- Prior to entering your vehicle, check the inside and look underneath.
- Immediately lock all doors upon entering your vehicle or exiting vehicle.
- Maintain car in good working order, with safe tires and sufficient gas.
- Park in well-lit heavily populated areas.
- Do not leave valuable items visible in your car.
- Close all windows and lock all doors before leaving your vehicle.

**Carjacking**

Your life is more important than anything of material value. We recommend you give up your keys immediately and without protest. Avoid getting into the vehicle with the suspect(s) if at all possible. If you need to surrender your vehicle, try to remember details about the suspect(s) such as race, sex, height, clothing, speech issues (accent, dialect), the direction the suspect(s) went and type of weapons they had, if any. Report this information immediately to the police.

**Prevention of ID Theft**

- Buy a good shredder – use it to shred pre-approved credit applications, credit card receipts, bills and other information you don’t want before discarding them.
- Never leave receipts at bank machines, bank counters, or public trash receptacles.
- Never give out personal information over the phone, such as your social security number, date of birth, mother’s maiden name, credit card number, or bank PIN code, unless you initiated the phone call or know exactly who you are dealing with.
- Save all credit card receipts and match them against your monthly bills. Be sure to shred before discarding.
- Never loan your credit cards to anyone else.
- Report all lost or stolen credit cards immediately.
- Be aware of con-artists who may use interactive service sites on the Internet, or mail or telephone solicitations disguised as surveys or promotions offering instant prizes or awards to obtain your personal information or your credit card numbers.
What To Do if Your Wallet or Purse Has Been Stolen or Lost

- Have the toll free numbers and your credit card numbers handy so you know whom to call in case of theft. **Do not keep this info in your wallet or purse.**
- Cancel credit cards immediately.
- Contact the bank if your checkbook or ATM card was also stolen.
- File a police report immediately.
- Call all of the following numbers immediately to place a fraud alert on your name and social security number. This alert means that they have to contact you by phone to authorize new credit:
  - Equifax (800) 766-0008
  - Experian (888) 397-3742
  - Trans Union (800) 680-7289
  - Social Security Administration Fraud Hotline (800) 269-0271

Apartment/Home Safety Tips

- Report suspicious characters and activities immediately.
- Do not hold building entry doors open for strangers.
- Do not enter an elevator if you are uncertain of any occupant.
- Try to stand near the elevator control panel. If accosted, press all the buttons.
- Have keys ready to enter your residence quickly.
- Insure your apartment and keys against losses.
- Secure doors and windows at all times especially if windows are easily accessible from the outside.
- Install and use a wide angle peephole in all exterior doors.
- Change locks or re-key immediately if door keys have been misplaced.
- Identify callers before opening doors, check IDs of all repair and sales personnel prior to permitting entry into your home.
- If you suspect a prowler is inside your home, avoid confrontation, get out immediately and call the police.
- Keep money and valuables in secure places, preferably in a safe.

Personal Safety

- Travel with a friend or in a group.
- Be alert and aware of your surroundings.
- Be assertive.
- Do not carry excess amounts of cash or more credit cards than you need.
- Use well-lit and frequently traveled routes.
- Dress in clothes and shoes which do not hamper movement.

Personal Safety on Public Transportation

- Wait for bus or shuttles in well lighted areas if possible.
- Sit up front close to the driver.
- When you disembark, be aware of who else is getting off and if they are following you. If you feel you are being followed, go to the nearest store or occupied building to request assistance.
- Use well lighted streets to reach your destination.
Crime Prevention Education

Security awareness and crime prevention programs on personal safety are sponsored by various departments at UCSF throughout the year. UCSFPD facilitate programs for students, faculty, staff, orientations, organizations and residential housing. Housing Services and the Schools at UCSF offer programs for students specifically. UCSFPD, the Schools, and Housing Services offer an average of more than two dozen security awareness educational programs during the course of the year. These programs address topics such as personal safety, alcohol and drug abuse awareness and sexual assault prevention. As part of the security awareness programs, students and employees are encouraged to be responsible for their own security and the security of others.

Crime Prevention and Security Awareness Programs available include:

Crime Prevention Safety Presentations

PowerPoint presentations covering University security services, basic crime prevention, personal safety (both on and off campus) as well as workplace safety are available. Please contact (415) 502-9396 for more information or to schedule a presentation.


Rape Aggression Defense

The Rape Aggression Defense (R.A.D.) System is a comprehensive, women-only course that begins with awareness, prevention, risk reduction and risk avoidance, while progressing on to the basics of hands-on defense training. R.A.D. is not a Martial Arts program. R.A.D. courses are taught by nationally certified R.A.D. Instructors and provide each person with a workbook/reference manual. This manual outlines the entire Physical Defense Program for reference and continuous personal growth, and is the key to R.A.D.’s free lifetime return and practice policy for R.A.D. graduates. R.A.D. courses are offered several times throughout the year at various UCSF locations. Offerings are announced through the all-University Listservs.

Active Shooter Training

UCSFPD offers both an online training as well as in-person active shooter classes taught by members of UCSFPD.


Fire Safety

The UCSF Fire Safety Program is essential in protecting the University community from injuries, death, business interruption, and property damage resulting from fires and related perils. The Fire Safety Program is intended to ensure reasonable and consistent protection for persons and property in or on UCSF administered properties, including all housing units.

The University of California, San Francisco is committed to creating and maintaining a community where all individuals can participate in University programs and activities, and work and learn together in an atmosphere free of harassment, exploitation, or intimidation. Sexual assault, dating violence, domestic violence, and stalking violate both California law and University policy. UCSF encourages students, employees, and visitors who experience any of these offenses, whether on campus or off campus, to access on and off campus resources. Survivors are strongly urged to consider taking action through the University’s institutional conduct process and through the criminal justice system.

The University’s policy governing sexual harassment, including misconduct, is listed below. UCSF will take whatever action may be needed to prevent, correct and, as necessary, discipline behavior that violates this policy.

University of California Policy on Sexual Harassment and Sexual Violence

The UC policy on sexual harassment and sexual violence applies to all employees, faculty, students and other members of the system-wide University community, including invitees and visitors. http://policy.ucop.edu/doc/4000385/SHSV

UCSF’s goal is to create a supportive climate that encourages each victim/survivor of sexual violence to report the incident(s) and to provide support and information to assist the person in dealing with these traumatic events. This policy also intends to promote campus safety through facilitating the collection of accurate data on incidents of sexual violence and prompt reporting of sexual violence incidents to appropriate University officials.

University policy and California law prohibit retaliation against any individual who opposes sexual harassment, sexual assault, domestic violence, dating violence and stalking, files a complaint, assists or participates in any manner in an investigation or proceeding conducted by the University or an external agency.

To report sexual misconduct or ask a question about UCSF’s policy or procedures, please contact:

Cristina C. Perez-Abelson
Director, Title IX and ADA Coordinator
Office for the Prevention of Harassment and Discrimination
3333 California Street, Suite 16
San Francisco, CA 94143-1249
(415) 502-3400
cristina.perez@ucsf.edu

Definitions

The terms ‘consent’, ‘sexual assault’, ‘domestic violence’, ‘dating violence’ and ‘stalking’ have multiple definitions under UC policy, the FBI’s Uniform Crime Reporting system as used for Clery reporting, and State of California statutes.

To better identify these distinctions, the UC policy definitions are stated below. The FBI/Clery definitions are stated in the Collection of Statistics for UCSF Annual Security Report section on pages 36-37. The State of California statutory definitions are given in full in the Appendix at the end of this publication.

University of California – Sexual Harassment and Sexual Violence Policy Definitions

Sexual Harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature. Sexual harassment is conduct that explicitly or implicitly affects a person’s employment or education or interferes with a person’s work or educational performance or creates an environment such that a reasonable person would find the conduct intimidating, hostile, or offensive. Sexual harassment includes sexual violence (see definition below). The University will respond to reports of any such conduct in accordance with the Policy.
Sexual harassment may include incidents between any members of the University community, including faculty and other academic appointees, staff, student employees, students, coaches, residents, interns, and non-student or non-employee participants in University programs (e.g., vendors, contractors, visitors, and patients). Sexual harassment may occur in hierarchical relationships, between peers, or between individuals of the same sex or opposite sex. To determine whether the reported conduct constitutes sexual harassment, consideration shall be given to the record of the conduct as a whole and to the totality of the circumstances, including the context in which the conduct occurred.

Consistent with the University of California Policies Applying to Campus Activities, Organizations, and Students, Policy 100.00 on Student Conduct and Discipline, Section 102.09, harassment of one student by another student is defined as unwelcome conduct of a sexual nature that is so severe and/or pervasive, and objectively offensive, and that so substantially impairs a person’s access to University programs or activities that the person is effectively denied equal access to the University’s resources and opportunities.

**Sexual Violence** is defined as physical sexual acts engaged without the consent of the other person or when the other person is unable to consent to the activity. Sexual violence includes sexual assault, rape, battery, and sexual coercion; domestic violence; dating violence; and stalking.

**Domestic Violence** is defined as abuse committed against an adult or a minor who is a spouse or former spouse, cohabitant or former cohabitant, or someone with whom the abuser has a child, has an existing dating or engagement relationship, or has had a former dating or engagement relationship.

**Dating Violence** is defined as abuse committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

**Sexual Assault** occurs when physical sexual activity is engaged without the consent of the other person or when the other person is unable to consent to the activity. The activity or conduct may include physical force, violence, threat, or intimidation, ignoring the objections of the other person, causing the other person’s intoxication or incapacitation through the use of drugs or alcohol, or taking advantage of the other person’s incapacitation (including voluntary intoxication).

**Consent** is informed. Consent is an affirmative, unambiguous, and conscious decision by each participant to engage in mutually agreed-upon sexual activity.

Consent is voluntary. It must be given without coercion, force, threats, or intimidation. Consent means positive cooperation in the act or expression of intent to engage in the act pursuant to an exercise of free will.

Consent is revocable. Consent to some form of sexual activity does not imply consent to other forms of sexual activity. Consent to sexual activity on one occasion is not consent to engage in sexual activity on another occasion. A current or previous dating or sexual relationship, by itself, is not sufficient to constitute consent. Even in the context of a relationship, there must be mutual consent to engage in sexual activity. Consent must be ongoing throughout a sexual encounter and can be revoked at any time. Once consent is withdrawn, the sexual activity must stop immediately.

Consent cannot be given when a person is incapacitated. A person cannot consent if s/he is unconscious or coming in and out of consciousness. A person cannot consent if s/he is under the threat of violence, bodily injury or other forms of coercion. A person cannot consent if his/her understanding of the act is affected by a physical or mental impairment.

For purposes of this Policy, the age of consent is consistent with California Penal Code Section 261.5.

**Incapacitation** is defined as the physical and/or mental inability to make informed, rational judgments. States of incapacitation include, but are not limited to, unconsciousness, sleep, and blackouts. Where alcohol, drugs or other medication are involved, incapacitation is defined with respect to how the alcohol or other drugs consumed affects a person’s decision-making capacity, awareness of consequences, ability to make fully informed judgments, and inability to communicate. Being intoxicated by drugs, alcohol or other medication does not absolve one’s responsibility to obtain consent. The factors to be considered when determining whether consent was given include whether the accused knew, or whether a reasonable person should have known, that the complainant was incapacitated.

**Stalking** is behavior in which a person repeatedly engages in conduct directed at a specific person that places that person in reasonable fear of his or her safety or the safety of others.
Sexual Violence – Prevention and Resolution

Procedures Survivors are Encouraged to Follow

■ GET HELP

■ Call 9-1-1 if you or someone you know is in danger or needs immediate help.

If you have experienced sexual assault, dating violence, domestic violence, or stalking, you are encouraged to seek immediate assistance. If you prefer not to notify UCSF Police or the local police department, you are strongly encouraged to seek assistance from the other resources listed in this publication.

You have the right to decide who and when to tell about an incident of sexual assault, dating violence, domestic violence, or stalking. However, it is important to get medical attention after being sexually assaulted. Free forensic exams are performed, 24 hours a day at San Francisco General Hospital in the Emergency Department, located at 1001 Potrero Avenue, Suite 1E21, San Francisco, CA, 94110, (415) 206-8111. Exams should be conducted as soon as possible, but can be conducted as late as five days after an assault. Exams performed within 72 hours can include HIV prevention medication and emergency contraception.

Designated University representatives, including the Title IX Coordinator and the Confidential CARE Advocate, can provide sexual assault, dating violence, domestic violence, and stalking survivors who report an incident with important assistance and accommodations, where reasonably available, including the following:

■ Assistance with reporting the incident(s) to law enforcement;

■ Initiating institutional conduct proceedings;

■ Issuing “No Contact Orders” to eliminate contact with the accused(s);

■ Providing academic accommodations, e.g., extensions on assignment due dates;

■ Changing living arrangements, e.g. changing residence location;

■ Changing transportation arrangements, e.g. providing parking in a different location; and

■ Changing work arrangements, e.g. relocation to a more private or secure location.

Accommodations will be made upon request, if they are reasonably available, irrespective of whether a survivor chooses to report an incident to the UCSF Police Department, local law enforcement, or UCSF Administration. The Confidential CARE Advocate can provide this assistance to survivors who choose not to report.

Preserving of Evidence

If an incident of sexual assault, dating violence, domestic violence, or stalking occurs, it is important for a survivor to preserve and collect evidence, so that the full range of options, including a successful criminal prosecution, remains available. If you can, in order to preserve evidence, do not wash your hands or face, shower or bathe, brush your teeth, straighten up the area where the assault took place, use the restroom, or change your clothes prior to a medical exam. It is best to seek a medical examination as soon as possible. Additionally, evidence of an incident of relationship violence, such as bruising or other visible injuries, should be documented by taking a photograph. Evidence of stalking, including any communication, such as written notes, voicemail, or other electronic communications, should be saved and not altered in any way.

In California, evidence may be collected even if you choose not to cooperate with law enforcement. The hospital may be required to contact law enforcement (consistent with California Penal Code Section 11160 http://tinyurl.com/cpcs11160), but a victim can choose whether or not to file a formal complaint at that time.

Reporting Sexual Assault, Domestic Violence, Dating Violence or Stalking

■ Although the University strongly encourages members of the community to report violations to law enforcement, it is the victim’s choice whether or not to make such a report and victims have the right to decline involvement with the police.

■ If an individual has been the victim of an incident of sexual violence, they should report to UCSFPD at (415) 476-6911 from a cell phone or dial 9+911 from any campus phone.

Per Penal Code Section 11160: Any health practitioner employed in a health facility, clinic, physician’s office, local or state public health department, or a clinic or other type of facility operated by a local or state public health department who, in his or her professional capacity or within the scope of his or her employment, provides medical services for a physical condition to a patient whom he or she knows or reasonably suspects is a person described as follows, shall immediately make a report in accordance with subdivision (b): (1) Any person suffering from any wound or other physical injury inflicted by his or her own act or inflicted by another where the injury is by means of a firearm. (2) Any person suffering from any wound or other physical injury inflicted upon the person where the injury is the result of assaultive or abusive conduct.

2 Per Penal Code Section 11160: Any health practitioner employed in a health facility, clinic, physician’s office, local or state public health department, or a clinic or other type of facility operated by a local or state public health department who, in his or her professional capacity or within the scope of his or her employment, provides medical services for a physical condition to a patient whom he or she knows or reasonably suspects is a person described as follows, shall immediately make a report in accordance with subdivision (b): (1) Any person suffering from any wound or other physical injury inflicted by his or her own act or inflicted by another where the injury is by means of a firearm. (2) Any person suffering from any wound or other physical injury inflicted upon the person where the injury is the result of assaultive or abusive conduct.
Call and tell the dispatcher, “I want to report a sexual assault.” The individual may also report in person to UCSFPD 654 Minnesota Street, Suite 180, San Francisco, CA 94143, Monday – Friday, 8:00 a.m. – 5:00 p.m.

- If an individual chooses to report an incident of domestic violence, dating violence, sexual assault or stalking to UCSFPD, the Department will coordinated referral to the Title IX Coordinator for investigation regardless if the complainant chooses to pursue criminal charges.
- UCSF officials will assist any individual in notifying law enforcement if she/he chooses to do so. Victims are entitled not to report to law enforcement.
- Individuals may also report to the UCSF Title IX Coordinator Cristina Perez-Abelson at the Office for the Prevention of Harassment and Discrimination: (415) 502-3400; cristina.perez@ucsf.edu; 3333 California Street, Suite S-16. The institution’s sexual harassment policy, including a description of the grievance procedures can be found at https://shpr.ucsf.edu/policies.

**UCSF Procedures for Responding to Reports of Sexual Violence**

- The University will provide written notification to students and employees regarding resources/services, on campus, off campus or both, to include medical services, legal assistance, victim advocacy, counseling and mental health, and visa and immigration assistance. The University will also provide written notification about options for, and available assistance in, changing academic, living, transportation, and work situations. These accommodations will be made if requested and reasonably available, regardless of whether the crime is reported to UCSFPD or local law enforcement. Written notification will also be provided regarding protective measures and the persons’ rights and options. This document may be found at: http://police.ucsf.edu/system/files/vawa_rights_and_options.pdf
- Depending on the circumstances of the report UCSF may provide complainant with access to medical care, referrals to on and off campus mental health providers, assess the need to implement interim or long-term protective measures, provide written instructions on how to apply for a Protective Order, provide a copy of the UC Sexual Harassment and Sexual Violence Policy to complainant and inform the complainant regarding timeframes for inquiry, investigation and resolution.
- For purposes of Clery Act reporting and disclosures, publicly available information will be made without the inclusion of identifying information about the individual, as defined in 42 U.S.C. 13925(a)(20).

**Sexual Violence Prevention Programs and Resources**

UCSF conducts orientations and educational programs for faculty, students and staff explaining the awareness of consent, definitions of rape, acquaintance rape, and other forcible and non-forcible sex offenses. The University also engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault and stalking that:

- Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome; and
- Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community and societal levels.

UCSF’s programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for students and employees that:

- Identifies domestic violence, dating violence, sexual assault and stalking as prohibited conduct.
- Uses definitions provided both by the Department of Education as well as state law as to what behavior constitutes domestic violence, dating violence, sexual assault, and stalking.
- Defines what behavior and actions constitute consent to sexual activity in the State of California and under UC policy.
- Provides a description of safe and positive options for bystander intervention. Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.
- Information on risk reduction. Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.
- Provides an overview of information contained in the Annual Security Report in compliance with the Clery Act.
New Student Orientations
For UCSF students, the University makes three points of contact on the topics of sexual and gender-based violence and misconduct no later than the sixth week of classes. One of these points of contact consists of an in person training. After the initial training, all continuing students complete one, annual mandated training. The three points of contact are:

1. An Email Message from the Chancellor with a link to a mandatory training online training
2. Online Mandatory Training developed for Graduate Students
3. In person presentation by the UCSF Confidential CARE Advocate at all New Student Orientations

Training topics covered include: definitions of interpersonal violence and stalking, social norms–attitudes and beliefs that normalize violence, bystander intervention (including warning signs), trauma informed response, resources, and reporting rights and options. Upon request, the UCSF Confidential CARE Advocate is available to provide additional training, education, and informational sessions on the topic of sexual assault, sexual violence, stalking and gender based violence.

New Employee/Faculty Orientations
New employees are provided with information about UCSF’s sexual violence, dating violence, domestic violence and stalking policies during their new hire orientations. Following orientation, they are encouraged to attend the University’s online Violence Against Women Act (VAWA) training, which provides valuable information about sexual violence, dating/domestic violence, and stalking. Additionally, new faculty, managers, supervisors, and other designated management or supervisorial-level employees are required to complete the University’s two-hour, online Sexual Harassment Prevention Training module. This module provides information about sexual harassment, sexual violence, dating/domestic violence, and stalking.

Ongoing Awareness and Education Programs
Ongoing awareness and educational programs and trainings are sponsored by the University’s Confidential CARE Advocate, the Office for the Prevention of Harassment and Education, and UCSFPD. These programs and trainings focus on a range of topics, including, understanding consent, social norms, information regarding survivors’ rights on campus, bystander intervention, trauma informed response and recognizing and preventing sexual harassment, sexual violence, dating/domestic violence, and stalking.

All members of the University community (students and employees) are regularly encouraged to attend the University’s online Violence Against Women Act (VAWA) training. Notices concerning the availability of this training are sent out on an annual basis.

University employees (staff, managers, supervisors, and faculty) are encouraged to attend interactive, in-person sexual harassment prevention training. These trainings are offered several times throughout the year. Faculty, managers, supervisors, and other designated management or supervisorial-level employees are required to attend the University’s online Sexual Harassment Prevention Training every other year, as long as they remain employed at the University. In place of the two-hour on-line training, they may choose to attend a two-hour, interactive in-person training.

The University also sometimes requires students, employees, and faculty to attend interactive, in-person sexual harassment prevention training. This often occurs in response to allegations or complaints of sexual harassment, sexual violence, dating/domestic violence, and/or stalking.

The UCSF Police Department offers Rape Aggression Defense System (R.A.D.) training, which is open to all female members of the University community (employees, faculty and students). RAD is a comprehensive, 12-hour program that teaches students realistic self-defense tactics and techniques. It begins with awareness, prevention, risk reduction and avoidance, and progresses to hands-on defense training. This training is offered several times throughout the year.

Additionally, the University participates in and hosts a number of events honoring Sexual Assault Awareness Month. During these events the Confidential CARE Advocate and other University representatives provide information and resources regarding sexual harassment, sexual violence, dating/domestic violence, and stalking.

Advocacy Response Services
The University’s Confidential CARE Advocate provides support and advocacy services to survivors of sexual assault, dating/domestic violence and stalking. The Confidential CARE Advocate is available to members of the University community 24 hours a day, 7 days a week.
Sexual Violence Counseling Resources

On Campus

Confidential CARE Advocate
500 Parnassus, Millberry Union East, Room 233
502-8802
https://shpr.ucsf.edu/confidential-care-advocate

Student Life
500 Parnassus Avenue, MU108W
502-1484
http://studentlife.ucsf.edu/

Student Health & Counseling
500 Parnassus Avenue, Millberry Union, Level P8, MUH-005
1675 Owens Street, 3rd Floor, Suite 330
476-1281
http://studenthealth.ucsf.edu/

UCSF Police Department
654 Minnesota Street, Suite 180
476-1414
http://police.ucsf.edu/

Office for the Prevention of Harassment and Discrimination
3333 California Street, Suite S16
502-3400
http://diversity.ucsf.edu/

Title IX Coordinator
3333 California Street, Suite S16
502-3400

Multicultural Resource Center
500 Parnassus Avenue, MU123W
502-1911
http://mrc.ucsf.edu/

Faculty Staff Assistance Program
3333 California Street, Suite 293
476-8279
http://ucsfhr.ucsf.edu/index.php/assist/

Student Disability Services
500 Parnassus Avenue, MU126W
476-6695
http://sds.ucsf.edu/

Office of Legal Affairs
745 Parnassus Ave
476-5003
http://legal.ucsf.edu/

Off Campus

San Francisco Police Department
850 Bryant Street | 553-8090
http://sf-police.org/

San Francisco General Hospital Sheriff’s Patrol
1001 Potrero Avenue | 206-8063
http://www.sfsheriff.com/

San Francisco Counseling Center
1801 Bush Street | 440-0500
http://www.sfcounselingcenter.com/

San Francisco Women Against Rape Crisis Center and Counseling
3543 18th Street, #7 | 24-hour hotline: 647-RAPE (7273)
http://www.sfwar.org/

San Francisco Rape Treatment Center
2727 Mariposa Street, Suite 100 | 437-3000
http://traumarecoverycenter.org/

W.O.M.A.N. Inc., Domestic Violence Services
333 Valencia Street, #450 | 24-hour hotline: 864-4722
http://www.womaninc.org/

YWCA Advocacy Group
940 Powell Street | 397-6886
http://www.ywcasf-marin.org/

San Francisco Superior Court/Hall of Justice
850 Bryant Street | 551-0651
http://www.sfsuperiorcourt.org/

San Francisco Victim Services
850 Bryant Street, Room 320 | 553-9044
http://sfvictimservices.org/

San Francisco/Bay Area Legal Aid
1035 Market Street, 6th Floor | 982-1300
http://baylegal.org/locations-2/san-francisco/

Other resources available to persons experiencing sexual assault, domestic violence, dating violence, or stalking, include:

Rape, Abuse and Incest National Network
http://www.rainn.org

Department of Justice
http://www.ovw.usdoj.gov/sexassault.htm

Department of Education, Office of Civil Rights
http://www2.ed.gov/about/offices/list/ocr/index.html
Domestic Violence

If you are in a relationship with someone who is threatening to harm you or is physically, emotionally or verbally abusing you, you may be experiencing domestic violence.

Whether you are concerned about yourself or someone else in the UCSF community, educational resources and support services are available for anyone who is in an abusive relationship, has experienced relationship or intimate partner violence in the past, or wants to learn more about how domestic violence affects our community. It is not necessary that you end your relationship in order to receive support.

You can contact the UCSF Confidential CARE Advocate at (415) 502-8802 or contact the National Domestic Violence Hotline at (800) 799-SAFE (799-7233) to be referred directly to help in your community, including emergency services and shelters. UCSFPD is empowered to take action based on available evidence if you would like assistance in this matter.

**Remember – there is never an excuse for domestic violence.**

How to Be an Active Bystander

Bystanders can play a critical role in the prevention of sexual and relationship violence. They are “individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it.” We want to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to do even if we want to help. Below is a list of some ways to be an active bystander. If you or someone else is in immediate danger, dial 911 or on UCSF property dial (415) 476-6911. This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt.

- Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are ok.
- Confront people who seclude, hit on, attempt to make out with, or in any other way engage in sexual activity with people who are incapacitated.
- Speak up when someone discusses plans to take sexual advantage of another person.
- Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
- Refer people to on or off campus resources listed in this document for support in health, counseling, or with legal assistance.

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4 Bystander intervention strategies adapted from Stanford University’s Office of Sexual Assault & Relationship Abuse
Risk Reduction

With no intent to victim blame and recognizing that only rapists are responsible for rape, the following are some strategies to reduce one’s risk of sexual assault or harassment (taken from Rape, Abuse, & Incest National Network, www.rainn.org)

- Be aware of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
- Try to avoid isolated areas. It is more difficult to get help if no one is around.
- Walk with purpose. Even if you don’t know where you are going, act like you do.
- Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably isn’t the best place to be.
- Try not to load yourself down with packages or bags as this can make you appear more vulnerable.
- Make sure your cell phone is with you and charged and that you have cab money.
- Don’t allow yourself to be isolated with someone you don’t trust or someone you don’t know.
- Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.
- When you go to a social gathering, go with a group of friends. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
- Trust your instincts. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
- Don’t leave your drink unattended while talking, dancing, using the restroom, or making a phone call. If you’ve left your drink alone, just get a new one.
- Don’t accept drinks from people you don’t know or trust. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don’t drink from the punch bowls or other large, common open containers.
- Watch out for your friends, and vice versa. If a friend seems out of it, is way too intoxicated for the amount of alcohol they’ve had, or is acting out of character, get him or her to a safe place immediately.
- If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.). Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).
- If you need to get out of an uncomfortable or scary situation here are some things that you can try:

Remember that being in this situation is not your fault. You did not do anything wrong, it is the person who is making you uncomfortable that is to blame.

Be true to yourself. Don’t feel obligated to do anything you don’t want to do. “I don’t want to” is always a good enough reason. Do what feels right to you and what you are comfortable with.

Have a code word with your friends or family so that if you don’t feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.

Lie. If you don’t want to hurt the person’s feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.

Try to think of an escape route. How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?

If you and/or the other person have been drinking, you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.
The University will apply appropriate disciplinary procedures to those who violate the UC Sexual Harassment & Sexual Violence policy. Sexual harassment and sexual violence are violations of state and federal law, UC policy, the faculty code of conduct, staff personnel policies, collective bargaining agreements and student policies. Whether or not criminal charges are filed, the University or a person may file a complaint under the UC Policy on Sexual Harassment and Sexual Violence alleging a violation of the University’s policy.

The procedures set forth below are intended to afford a prompt response to charges of sexual misconduct, to maintain confidentiality and fairness consistent with applicable legal requirements, and to impose appropriate sanctions on violators of this policy.

Burden of Proof

The standard of evidence used during any UCSF judicial hearing arising from such a report is Preponderance of the Evidence, which means a person will be found responsible if the administrator or deciding body decides it is more likely than not that misconduct occurred.

Protecting the Confidentiality of the Victim

Personally identifiable information about the victim will be treated as private and shared only with persons with a specific need to know who are investigating/adjudicating the complaint or delivering resources or support services to the complainant (i.e., publicly available record-keeping for purposes of Clery Act reporting and disclosures will be made without inclusion of identifying information about the victim, as defined in 42 USC 1395 (a) (20.)) Different administrators on campus are able to offer varying levels of privacy protection. The University will maintain confidential any accommodations or protective measures provided to the victim to the extent that maintaining such confidentiality would not impair the ability of the University to provide the accommodations or protective measures.

The University does not publish the name of crime victims nor list identifiable information regarding victims in the UCSFPD Daily Crime Log. Victims may request that directory information on file be removed from UCSF controlled public sources by contacting the Title IX Coordinator, Information Technology Services (ITS), Human Resources or the respective dean’s office.

Adjudication of Violations

The accuser and the accused are entitled to the same opportunity to have others present during a disciplinary hearing. Both the accuser and the accused will be informed of the outcome of any institutional disciplinary proceeding brought alleging a sex offense. See http://policies.ucsf.edu/policy/150-13.

UCSF will, upon written request, disclose to the alleged victim of a crime of violence or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by the institution against a person who is the alleged perpetrator of such crime or offense. 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.

The University disciplinary process requires a prompt, fair, and impartial investigation and resolution process transparent to the accuser and the accused. Usually, the resolution of complaints of sexual misconduct are completed within 60 days of the report, however the proceedings timeframe allows for extensions for good cause, with notice to the accuser and the accused of the delay and the reason for the delay. Investigators and hearing board members are trained annually on the issues related to domestic violence, dating violence, sexual assault, and stalking and taught how to conduct an investigation and hearing process that protects the safety of the victim and promotes accountability. The UC Policy on Sexual Harassment and Sexual Violence provides that:
1. The accuser and the accused each have the opportunity to attend a hearing before a properly trained hearing board that protects the safety of victims and promotes accountability;

2. The accuser and the accused will have timely notice for meetings at which the accuser or accused, or both, may be present;

3. UCSF will allow for timely access to the accuser, the accused and appropriate officials to any information that will be used after the fact-finding investigation but during formal and informal disciplinary meeting and hearings;

4. UCSF’s disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the accuser or the accused;

5. UCSF provides the accuser and accused the same opportunities to have others present during a disciplinary proceeding. The accuser and the accused each have the opportunity to be advised by a personal advisor of their choice, at their expense, at any stage of the process and to be accompanied by that advisor at any meeting or proceeding;

6. A conduct decision is based on the Preponderance of Evidence standard, i.e. “more likely than not to have occurred” standard. In other words, the conduct process asks: “is it more likely than not that the accused person violated the university’s policy?”

7. The accuser and the accused will be notified simultaneously in writing of the result of any disciplinary proceeding, as well as any changes to those results or disciplinary actions prior to the time that such results become final; and

8. The accuser and the accused each have the right to appeal the outcome of the hearing and will be notified simultaneously in writing, of any change to the result prior to the time that it becomes final, and of the final result after the appeal is resolved.

When a complainant does not consent to the disclosure of his or her name or other identifiable information to the alleged perpetrator, the University’s ability to respond to the complaint may be limited.

**Faculty Respondent:** The UCSF Title IX Coordinator investigates complaints of sexual harassment/sexual violence on the part of a faculty member to determine whether or not the faculty member violated the University’s sexual harassment/sexual violence policy. If the Title IX Coordinator finds that a faculty member violated the policy, a faculty committee, appointed by the Vice Provost, Academic Affairs, then determines whether or not the faculty member’s behavior also violates the UC Faculty Code of Conduct (Academic Personnel Manual 015), and if so, makes a discipline recommendation. The Chancellor has sole authority to impose discipline on a faculty member for a violation of the Faculty Code of Conduct. The available disciplinary measures are set out in APM 016, The University Policy on Faculty Conduct and the Administration of Discipline.

**Staff Respondent:** If the UC sexual harassment/sexual violence policy has been violated, supervisors are responsible for taking appropriate action, which may include consequences up to and including dismissal, in accordance with applicable policy and collective bargaining agreements.

**Student Respondent:** At UCSF the deans of the Professional Schools and the Graduate Division are responsible for student discipline, although the final authority for the administration of student discipline rests with the Chancellor. The University shall investigate charges of misconduct, determine the responsibility of those charged, and provide or recommend such disciplinary measures as described in the current University of California Policies Applying to Campus Activities, Organizations, and Students. Following a final determination of an institutional disciplinary proceeding regarding sexual harassment and/or sexual violence the University may impose a sanction which may result in probation or dismissal or other sanctions as described in the University of California Policies Applying to Campus Activities, Organizations, and Students.

**Protective Measures**

The University may implement protective measures following the report of domestic violence, dating violence, sexual assault and/or stalking. The Title IX Coordinator or her designee will determine whether interim interventions and protective measure should be implemented, and, if so, take steps to implement those protective measures as soon as possible. Examples of interim protective measures include, but are not limited to: a University order of no contact, University Housing relocation, adjustment of course schedules, a leave of absence, or reassignment to a different supervisor or position. These remedies may be applied to one, both, or multiple parties involved.⁷ Violations of the Title

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⁷ Applicable law requires that, when taking such steps to separate the complainant and the accused, the University must minimize the burden on the complainant and thus should not, as a matter of course, remove the complainant from his or her job, classes or housing while allowing the accused to remain.
IX Coordinator’s directives or protective measures will constitute related violations that may lead to additional disciplinary action. Protective measures imposed may be temporary pending the results of an investigation or may become permanent as determined by the University.

Additional Support for Victims of Sexual Violence

**Housing Services:** Incidents of sexual violence occurring in, or involving members of the University residential community shall be reported to the Director of Housing Services. At the discretion of the Director of Housing Services, the accused may be provided alternative housing assignments. UCSF will change a victim’s living situation after an alleged sex offense by contacting the Director of Housing Services, if those changes are requested by the victim and are reasonably available. Depending upon the outcome of a formal University hearing, the housing agreement of the accused may be terminated. Outcomes of the formal campus hearing process will supersede any previous arrangements made by Housing Services. Housing Services staff are also available to assist victims who live off campus in finding alternative off campus housing arrangements.

More information about Housing Services may be found on their website at [http://www.campuslifeservices.ucsf.edu/housing/](http://www.campuslifeservices.ucsf.edu/housing/) or by contacting (415) 514-4550; housing@ucsf.edu.

**Academic/Workplace Accommodation:** It may be necessary to make changes in the victim’s workplace or academic schedule. Thoughtful facilitation and accommodation are encouraged. Students should consult with their respective academic or school/program dean. At a student’s request, UCSF may change the student’s academic situation after an alleged sex offense by contacting their program dean, to the extent reasonably available and consistent with department policy. Employees should see their supervisor, director, Labor and Employee Relations or the Title IX Coordinator.

**Assistance for Victims: Rights and Options**

Regardless of whether a victim elects to pursue a criminal complaint or whether the offense is alleged to have occurred on or off campus, the University will assist victims of sexual violence and will provide victims with a written explanation of their rights and options. In California, a victim of sexual violence has rights.

Further, the University complies with California law in recognizing orders of protection, called “restraining orders,” and requests that any person who obtains an order of protection from California or any U.S. State provide a copy to UCSFPD and the Office of the Title IX Coordinator.

A restraining order (also called a “protective order”) is a court order that can protect someone from being physically or sexually abused, threatened, stalked, or harassed. The person obtaining the restraining order is called the “protected person.” The person the restraining order is against is the “restrained person.” Sometimes, restraining orders include other “protected persons” like family or household members of the protected person.

**What Does a Restraining Order Do?**

In general restraining orders can include:

**PERSONAL CONDUCT ORDERS**

These are orders to stop specific acts against everyone named in the restraining order as a “protected person.” Some of the things that the restrained person can be ordered to stop are:

- Contacting, calling, or sending any messages (including e-mail);
- Attacking, striking, or battering;
- Stalking;
- Threatening;
- Sexually assaulting;
- Harassing;
- Destroying personal property; or
- Disturbing the peace of the protected people.
STAY-AWAY ORDERS
These are orders to keep the restrained person a certain distance away (like 50 or 100 yards) from:
- The protected person or persons;
- Where the protected person lives;
- The protected person's place of work;
- The schools or places of child care of the protected person's children;
- The protected person's vehicle;
- Other important places where the protected person frequents.

RESIDENCE EXCLUSION (“KICK-OUT” OR “MOVE-OUT”) ORDERS
These are orders telling the restrained person to move out from where the protected person lives and to take only clothing and personal belongings until the court hearing. These orders can only be asked for in domestic violence or elder or dependent adult abuse restraining order cases.

For the person to be restrained, having a restraining order against them can have very serious consequences:
- They will not be able to go to certain places or do certain activities.
- They might have to move out of their home.
- It may affect their ability to see their children or other family members.
- They will generally not be able to own a gun. (They will have to turn in or sell any guns they have now and will not be able to buy a gun while the restraining order is in effect.)
- It may affect their immigration status if they are trying to get a green card or visa.

If the restrained person violates (breaks) the restraining order, they may go to jail, or pay a fine, or both.

Types of Restraining Orders
There are four kinds of orders you can ask for:
- Domestic Violence Restraining Order
- Elder or Dependent Adult Abuse Restraining Order
- Civil Harassment Restraining Order
- Workplace Violence Restraining Order

Find more information: http://www.courts.ca.gov/1260.htm#workplace

DOMESTIC VIOLENCE RESTRAINING ORDER
You can ask for a domestic violence restraining order if:
- Someone has abused you, and
- You have a close relationship with that person (married or registered domestic partners, divorced, separated, dating or used to date, have a child together, or live together or used to live together – but more than roommates), or you are closely related (parent, child, brother, sister, grandmother, grandfather, in-law).

Find more information about domestic violence at www.courts.ca.gov/selfhelp-domesticviolence.htm.

ELDER OR DEPENDENT ADULT ABUSE RESTRAINING ORDER
You can ask for an elder or dependent adult abuse restraining order if:
- You are 65 or older, OR
- You are between 18 and 64 and have certain mental or physical disabilities that keep you from being able to do normal activities or protect yourself;

AND
You are a victim of:
- Physical or financial abuse,
- Neglect or abandonment,
- Treatment that has physically or mentally hurt you, or
- Deprivation by a caregiver of basic things or services you need so you will not suffer physically, mentally, or emotionally.


CIVIL HARASSMENT RESTRAINING ORDER
You can ask for a civil harassment restraining order if you are being harassed, stalked, abused, or threatened by someone you are not as close to as is required under domestic violence cases, like a roommate, a neighbor, or more distant family members like cousins, aunts or uncles, or nieces or nephews.

Find more information about civil harassment at http://www.courts.ca.gov/1044.htm.
WORKPLACE VIOLENCE RESTRAINING ORDER
You can ask for a workplace violence restraining order if:

■ You are an employer, and
■ You ask for a restraining order to protect an employee who has suffered stalking, serious harassment, violence, or a credible (real) threat of violence at the workplace.

An employee CANNOT ask for a workplace violence restraining order. If the employee wants to protect him or herself, he or she can ask for a civil harassment restraining order (or a domestic violence restraining order if the abuser is a partner/spouse or former partner/spouse or close family member).


After a student or employee receives a restraining order, to mitigate any risk of harm they may contact UCSFPD to develop a plan designed to increase their safety. This plan may include, but is not limited to: escorts, special parking arrangements, providing a temporary cellphone, changing classroom locations, and other similar protective actions.

The University cannot apply for a legal order of protection, a no contact order or a restraining order for a victim from the applicable jurisdiction(s). The victim is required to apply for these services directly. Information on how to obtain a restraining order, including an explanation of the judicial process and required forms, may be found at the following website: http://www.courts.ca.gov/1264.htm.

The federal Campus Sex Crimes Prevention Act requires institutions of higher education to advise their campus communities where to obtain law enforcement information concerning registered sex offenders. Registered sex offenders are already required to register with the State where the person is employed, carries on a vocation, volunteers services, or is a student; the Act also obliges them to provide notice to each institution of higher education in that respective State.

The State of California requires sex offenders to register with the police in the jurisdiction in which they reside. California makes this registration information available to law enforcement agencies and members of the community. For more information, please contact the police department where you live or visit the website of the Office of the Attorney General – State of California at: http://meganslaw.ca.gov/.

UCSF has a zero-tolerance policy and program directed at workplace violence (Administrative Policy #150-27). See: http://policies.ucsf.edu/.

When an employee or student believes that their safety is threatened or that they are working in a hostile environment, any member of the Threat Management Team (TMT) can be contacted. The TMT consists of personnel from the UCSF Police Department, Faculty Staff Assistance Program, Labor Relations and Legal Affairs. When alerted, the TMT will meet to discuss a situation and take necessary action to resolve it. All criminal acts are referred to the UCSF Police Department for criminal investigation.
Notification of Missing Students
Suspected missing students should be reported immediately to UCSFPD. If members of the UCSF community believe that a student has been missing for 24 hours, it is critical they report that information to UCSFPD by calling (415) 476-6911 or 9+911 when calling from an on-campus landline. A student is determined to be missing when UCSFPD has verified that reported information is credible and circumstances warrant declaring the person missing.

UCSF Housing Notification Process
Following determination by UCSFPD that a residential student is a missing person, notification will be made to the missing person contact, if contact information has been provided, within 24 hours. If the student is under the age of 18 and is not an emancipated individual, Housing Services will notify the student’s parent or guardian and any other designated contact person within 24 hours. Regardless of whether the student has identified a contact person, is above the age of 18, or is an emancipated minor, UCSFPD will inform the San Francisco PD (or the local law enforcement with jurisdiction) that the student is missing within 24 hours of confirmation.

Missing Person Contact – UCSF Housing
Campus housing tenants, as part of the application/renewal process, have the option to identify a confidential missing person contact. The missing person contact will be notified by UCSF no later than twenty-four (24) hours after the time the tenant is determined missing by UCSFPD. The confidential contact may be a person designated by the tenant in addition to the declared emergency contact. Should the tenant not formally declare a separate missing person contact, the emergency contact on record will be notified. UCSF tenants are advised that their contact information will be registered confidentially, and that this information will be accessible only to authorized campus officials and law enforcement. The information may not be disclosed outside of a missing person investigation.

Notification of this policy will be made directly to all tenants residing in campus housing annually. It is made available in conjunction with UCSF’s Annual Security Report, in compliance with the Clery Act. All students attempting to register for campus housing will also be notified of this policy at the time of online completion of housing related documents. During the online housing application and renewal process, specific campus housing emergency related contact information will be captured, and the tenant will have the opportunity to provide a separate missing person contact online. All information submitted online during the housing application and renewal process will remain on file and be considered accurate until the tenant voluntarily provides different information.

Alcohol & Substance Abuse Policies

UCSF strives to maintain drug-free work sites as defined in schedules I through V of the Controlled Substances Act, 21 United States Code 812, and by regulation 21 Code of Federal Regulations 1308.

Unlawful manufacture, distribution, dispensing, possession, use or sales of alcohol or controlled substances by employees and students in the workplace, on University premises, at official University functions, or during University business is prohibited. Employees and students shall not abuse legal substances in a manner that impairs work performance, scholarly activities, or student life.

Alcohol

Consumption of alcoholic beverages shall occur only in the public areas approved for University-sponsored functions or events. UCSFPD will enforce California underage drinking laws. For further information on the UCSF Alcohol Policy 200-31 see: http://policies.ucsf.edu/policy/200-31.

It is unlawful to sell, furnish or give away alcohol to a person under the age of 21. The possession of alcohol by anyone under 21 years of age in a public place or a place open to the public is illegal.

Only under special circumstances is the consumption of alcohol permitted on campus. Further information on specific permissions and application forms can be found by viewing the University of California Policy on Substance Abuse, UCSF Policy 150-11 (http://policies.ucsf.edu/policy/150-11).

Drugs

The illegal consumption, possession, use, and sale of any narcotic or unlawful drug will be grounds for disciplinary action and is prohibited at UCSF. UCSFPD will enforce Federal and California drug laws. Employees and students found in violation of these laws are subject to corrective action, up to and including dismissal. All persons in violation of the law are subject to arrest.

UCSF is committed to creating an environment free of drug and alcohol abuse. Federal Law requires UCSF to notify faculty, students and staff information about the institution’s compliance with the Drug Free Schools and Communities Act. For more information on UCSF’s policy and compliance see: http://ucsfhr.ucsf.edu/files/150-11.pdf.

For more information on alcohol, drug and tobacco consultation for students, please see: http://studenthealth.ucsf.edu/healthcare-services/alcohol-drug-tobacco-consultation.
University Alcohol and Drug Policy Violations: 2012–2014

The following information was gathered to comply with the 2008 reauthorization of the Higher Education Act. Due to the confidential nature of the reporting, the violations listed are University-wide and not associated with any given Campus location.

2014 VIOLATIONS

Alcohol – There was one alcohol policy violation which resulted in the following sanction: employee was placed on investigatory leave and employment was terminated.

Drugs – There was one drug policy violation which resulted in the following sanction: employee was placed on investigatory leave and received disciplinary action.

2013 VIOLATIONS

Alcohol – One policy violation for alcohol which resulted in the following sanction: employee was placed on investigatory leave. Employee was sent for substance abuse screening and tested negative for drugs. Employee returned to work and was issued disciplinary action for impairment on duty.

Drugs – Two policy violations for drugs which resulted in the following sanctions: (1) employee was placed on investigatory leave and received disciplinary action for impairment while on duty in the form of a Return to Work Agreement; (2) employee was placed on investigatory leave and received disciplinary action for impairment while on duty in the form of a Return to Work Agreement.

2012 VIOLATIONS

Alcohol – There were four alcohol policy violations which resulted in the following sanctions: (1) employee held out of service for one shift and issued disciplinary action; (2) employee placed on investigatory leave and later dismissed; (3) employee failed to meet terms of Return to Work Agreement and was released; (4) employee placed on investigatory leave and later dismissed.

Drugs – There were four drug policy violations which resulted in the following sanctions: (1) employee placed on investigatory leave and later dismissed; (2) employee place on investigatory leave and later dismissed; (3) employee failed to meet terms of Return to Work Agreement and was released; (4) employee placed on investigatory leave and later dismissed.

Faculty Staff Assistance Program

Assessment, brief counseling, and referral resources are available to UCSF employees who may have substance abuse or dependency (drug or alcohol abuse). The Faculty Staff Assistance Program (FSAP) also offers services that attend to a broad range of work-related or personal stressors including: depression; crisis situations; grief and loss; traumatic events; anxiety; domestic violence; marital/partnership/family concerns; interpersonal conflict; elder/dependent care, etc. These services are confidential and are provided by a staff of licensed clinicians. The FSAP office is located at Laurel Heights in Suite 293, (415) 476-8279. The FSAP website: http://ucsfhr.ucsf.edu/index.php/assist/.

Student Health and Counseling

Students should contact Student Health & Counseling (SHC) at (415) 476-1281 for evaluation, treatment, and referrals for medical conditions and injuries, mental health problems, and drug or alcohol problems.

SHC HAS TWO LOCATIONS:

- **Parnassus Campus** – 500 Parnassus Ave, Millberry level P8, MUH-005. The Parnassus Clinic is open Tuesday and Friday from 8:00 a.m. to 5:00 p.m. and Monday, Wednesday and Thursday from 8:00 a.m. to 8:00 p.m.

- **Mission Bay Campus** – William J. Rutter Center, 1675 Owens Street, 3rd Floor, Suite 330. The Mission Bay clinic is open Monday, Tuesday, and Friday 8:00 a.m. to 5:00 p.m.; Wednesday 10:00 a.m. to 7:00 p.m.; and Thursday 9:00 a.m. to 5:00 a.m.

Detailed information about the SHC programs and services can be viewed on the SHC website at: http://studenthealth.ucsf.edu/.

Students seeking emergency counseling during non-business hours should call the main SHC phone at (415) 476-1281 and select the prompt that will connect them to an after-hours crisis counselor, or go to the nearest Emergency Department. Students may also contact one of the public services agency telephone numbers listed in the Important Telephone Numbers section of this document (see page 43).
The University provides daily regularly-scheduled shuttle services that inter-link San Francisco campus locations (Parnassus, Mission Bay, Mt. Zion, Laurel Heights, Mission Center Building, San Francisco General Hospital, etc.). Call (415) 476-GOGO (4646) for information and timetables or go to the website at: http://campuslifeservices.ucsf.edu/transportation/.

Limited morning, evening and weekend shuttle service is also available to remote parking lots, public transit stops, and within a limited service area around the Parnassus, Mission Bay and China Basin campuses during after-hours. The shuttle service provides a safe means of transportation, especially during the evening hours.

Dial-A-Ride/Night Shuttle

PARNASSUS CAMPUS
- Parnassus Eastbound Shuttle Service hours are 4:00 p.m. – 12:00 a.m., Monday through Friday.
- Parnassus Westbound Shuttle Service hours are 5:00 p.m. – 1:00 a.m., every day including weekends and holiday.

Students, employees and visitors (located within the boundaries of the Eastbound/Westbound Shuttle Service) may request a shuttle pick-up to transport them to the Parnassus Campus from an off-site location or from Parnassus to a location within ½ mile. Call the UCSFPD Communications Center at 476-1414 to request this service. This service is strictly for traveling to or from the UCSF Parnassus Campus.

MISSION BAY AND CHINA BASIN
- MB Local Shuttle Service hours are 5:00 p.m. – 1:00 a.m., Monday through Friday.

Students, employees, and visitors (located within the boundaries of the MB Local Shuttle Service) may request a shuttle pick-up to transport them to the Mission Bay and China Basin campuses from an off-site location or from Mission Bay or China Basin to a location with ½ mile from 5:00 p.m. to 10:15 p.m. and 12:30 a.m. to 1:00 a.m. Service from 10:30 p.m. to midnight is non-stop between Mission Bay and Parnassus campuses, with departures at 10:30 p.m. and 11:30 p.m. from Mission Bay (4th St.) and 11:05 p.m. and 12:05 a.m. from Parnassus (505 Parnassus Ave.). Call the UCSFPD Communications Center at 476-1414 to request this service. This service is established for traveling to or from the UCSF Mission Bay campuses.
UCSF Medical Center

The UCSF Medical Center encompasses Moffitt and Long Hospitals, and Ambulatory Care Center on the Parnassus campus; Mount Zion Hospital, Cancer Center and outpatient clinics located in the nearby community; and the Betty Irene Moore Women’s Hospital, Baker Cancer Hospital and Benioff Children’s Hospital on the Mission Bay campus.

In conjunction with UCSFPD, a 24-hour on-site Security Services Department is responsible for the safety and security of all Medical Center services and activities and is dedicated to the goal of helping patients, staff and visitors, and to enhance UCSF Medical Center as a safe and secure facility.

The scope of services includes:

- Coordination of Card Access Systems for San Francisco-based Medical Center buildings and departments;
- Mandatory Medical Center ID card program;
- Medical Center’s access and parking control requirements;
- Workplace Violence and Threat Management services;
- Safety escorts for patients, visitors, staff and students to neighborhood parking lots and bus stops;
- State Department of Health Services and JCAHO safety and security compliance standards;
- Security, Fire Life Safety and Emergency Preparedness programs;
- Personal Safety training, orientations and crime prevention workshops.

Campus personnel requesting card access authorization to Medical Center areas should email Medical Center Security management at: secaccess@ucsfmedctr.org.

Requests for security and non-emergency assistance can be made by calling Security Services Communications Center at (415) 885-7890.

For additional information, please contact the Medical Center Security Director at (415) 885-7890 or call Medical Center Administration at (415) 353-2733.

San Francisco General Hospital

San Francisco General Hospital employs a 24-hour San Francisco Sheriff Patrol Department with authority as peace officers on hospital property. In conjunction with UCSFPD, the San Francisco Sheriff Patrol responds to police calls for service at these facilities and conducts preliminary investigations. The San Francisco Sheriff’s Department makes arrests and works closely with both UCSFPD and the San Francisco Police Department. The San Francisco Sheriff Patrol offers crime prevention services including night security escorts by calling (415) 206-8063.

UCSF Benioff Children’s Hospital Oakland

UCSF Benioff Children’s Hospital Oakland employs contract security personnel with powers of civilian arrest limited to the Director of Security or Administration personnel. Their jurisdiction encompasses all of UCSF Benioff Children’s Hospital Oakland. Security at this location conducts new employee orientations, volunteer orientations, and periodic on-demand safety and security seminars on topics of personal safety, security and workplace violence.

The Alameda County Sheriff’s Office is contracted with the hospital to assist in all criminal matters and conducts limited investigations of crimes occurring on hospital property. The jurisdiction of Alameda County Sheriff’s Deputies is limited to the main hospital campus located at 747 52nd Street in Oakland. Criminal matters outside of this location are referred to the Oakland Police Department.

Individuals are requested to report crimes at UCSF Benioff Children’s Hospital by dialing “55” on internal phone lines or by dialing 911 from all other locations.
UCSF has responsibility for gathering statistics, identifying reportable crimes, and reporting/publishing statistics to the Department of Education, and to the public in compliance with the Clery Act. Crime statistics are reported in different formats and categories depending upon legal requirements. The Clery Act requires statistics to be reported from a wider geographic area than just University owned property (e.g., adjacent public property and off-campus student organization properties). The Clery Act also requires reports of student disciplinary referrals in addition to arrests for drug, alcohol and weapons offenses.

Information and statistics compiled for the UCSF Annual Security Report is for the previous three calendar years, and is based upon crime reports received by UCSFPD; from crime statistics received from the San Francisco Police Department and other law enforcement agencies; and from incident reports received from Campus Security Authorities.

Unfounded Crimes: Note that according to Uniform Crime Reporting (UCR) guidelines, a reported offense can be cleared as unfounded if the investigation shows that no offense occurred nor was attempted. Unfounded crimes are not included in UCSF’s Clery crime statistics. Beginning with the 2014 calendar year, UCSF in accordance with the Violence Against Women Reauthorization Act of 2013 (VAWA) (Pub. Law 113-4) will disclose the number and types of crimes deemed to be unfounded.

Definitions of Reportable Crimes

Murder/Manslaughter – The willful killing (non-negligent) of one human being by another.

Negligent Manslaughter – The killing of another person through gross negligence.

Forcible sex offenses – Any sexual act directed against another person, forcibly and/or against that person’s will; or not forcibly or against the person’s will where the victim is incapable of giving consent. Including: forcible rape, forcible sodomy, sexual assault with an object, forcible fondling.

Non-forcible sex offense – Any unlawful, non-forcible sexual intercourse, including incest, and statutory rape.

Robbery – Taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Aggravated Assault – An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

Burglary – The unlawful entry of a structure to commit a felony or a theft.

Motor Vehicle Theft – Theft or attempted theft of a motor vehicle.

Arson – Willful or malicious burning or attempt to burn, with or without intent to defraud a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Arrest and Referrals for Disciplinary Action – Under the Clery Act institutions must also report arrests and referrals for disciplinary action for liquor law violations, drug law violations, and illegal weapons possession.

Domestic Violence – A felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family laws of the jurisdiction in which the crime of violence occurred, or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.
**Dating Violence** – Violence committed by a person (a) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (b) where the existence of such a relationship will be determined by the reporting party’s statement and based on a consideration of the following factors:

- The length of the relationship.
- The type of relationship.
- The frequency of interaction between the persons involved in the relationship.

**Stalking** – Engaging in a course 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.

*Course of Conduct* – Two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with personal property.

**Hate Crimes** – Includes all of the crimes listed above that manifest evidence that the victim was intentionally selected because the perpetrator’s bias against the victim based on one of the Categories of Prejudice listed below, plus the following crimes.

- **Larceny/Theft** – Includes pocket picking, purse snatching, shoplifting, theft from building, theft from motor vehicle, theft of motor vehicle parts or accessories, and all other larceny.

- **Simple Assault** – Unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.

- **Intimidation** – To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct but without displaying a weapon or subjecting the victim to actual physical attack.

- **Destruction/Damage/Vandalism to Property (except Arson)** – To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

**Categories of Prejudice**

- **Race** – A preformed negative attitude toward a group of persons who possess common physical characteristics genetically transmitted by descent and heredity that distinguish them as a distinct division of humankind.

- **Gender** – A preformed negative opinion or attitude toward a group of persons because those persons are male or female.

- **Religion** – A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being.

- **Sexual Orientation** – A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex.

- **Ethnicity/National Origin** – A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs, and traditions.

- **Disability** – A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age, or illness.

- **Gender Identity** – A preformed negative opinion or attitude toward a group of persons because the perceived gender of those persons may be different from the gender traditionally associated with their gender at birth.
### Crime Statistics – Parnassus Campus

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*The Violence Against Women Act (VAWA) offenses of Dating Violence, Domestic Violence and Stalking were not required reporting for Clery purposes until the 2013 calendar year.

**Unfounded cases were not required for Clery reporting until the 2014 calendar year.

***Updated fall 2017, when UCSF Fresno was added as a separate campus. Clery crime statistics previous included as part of Parnassus noncampus property.
## Crime Statistics – Mission Bay Campus

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*The Violence Against Women Act (VAWA) offenses of Dating Violence, Domestic Violence and Stalking were not required reporting for Clery purposes until the 2013 calendar year.*

**Unfounded cases were not required for Clery reporting until the 2014 calendar year.*
## Crime Statistics – Mount Zion Campus

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### HATE CRIMES

|-------------------|-------------------------|-------------------------|-------------------------|-----------------|

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# Crime Statistics – UCSF Benioff Children’s Hospital Oakland Campus

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*The Violence Against Women Act (VAWA) offenses of Dating Violence, Domestic Violence and Stalking were not required reporting for Clery purposes until the 2013 calendar year.

**Unfounded cases were not required for Clery reporting until the 2014 calendar year.

***Children’s Hospital Oakland became part of UCSF on January 1, 2014, as such no statistics are reported prior to this time period.
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***Updated fall 2017, when UCSF Fresno was added as a separate campus. Clery crime statistics previous included as part of Parnassus noncampus property.
Contact Information

UCSF Clery Act Compliance Officer and Designated Campus Security Authorities

**UCSF Clery Act Compliance Officer**
UCSFPD Chief of Police | 476-5455

**UCSF Designated Campus Security Authorities**

Academic Affairs Assistant Vice Provost | 476-2888
Affirmative Action/ADA Compliance/Title IX Director | 476-4753
Arts and Events Manager | 476-6761
Audit Services Director | 502-2238
Campus Human Resources Director | 234-3089
Campus Life Services
Associate Vice Chancellor | 502-4457
Campus Life Services Executive Director | 476-5544
Diversity and Outreach Vice Chancellor | 476-7700
Environmental Health & Safety Director | 502-8653
Faculty Staff Assistance Program Manager | 476-8279
Fire Safety Inspector | 476-0607
Fitness and Recreation Assistant Director | 514-1611
Global Health Sciences Education Coordinator | 597-8119
Graduate Division Assistant Dean | 502-3224
Human Resources Associate Vice Chancellor | 353-4028
Library Administration Director | 476-8060
Medical Center Director of Security Services | 885-7890
News Services Executive Director | 476-8432

Office of Student Life Executive Director | 502-3233
Office of the Registrar | 476-4527
Physical Therapy Professor and Chair | 476-9449
Risk Management and Insurance Services Director | 502-4458
School of Dentistry Associate Dean for Education | 476-1323
School of Medicine Associate Dean for Students | 476-1216
School of Medicine Dean’s Office
SFGH Operations Manager | 206-3195
School of Nursing Associate Dean for Administration | 476-1223
School of Pharmacy Associate Dean, Student & Curricular Affairs | 476-8025
Student Academic Affairs Vice Chancellor | 476-2310
Student Financial Aid Director | 476-4181
Student Health & Counseling Associate Physician Diplomate | 476-1683
Student Housing Director | 476-0311
Student Involvement and Programs Director | 476-8788
Transportation Services Director | 502-1731
UCSF Benioff Children’s Hospital Oakland Director of Security/Police Services | (510) 428-3285
UCSF Fresno Associate Dean MEP Administration | (559) 499-6428
UCSF/Mt. Zion Associate Dean | 885-7451
Undergraduate Medical Education Associate Dean for Curriculum | 476-2346
Undergraduate Medical Education Director | 476-8085
Veteran’s Medical Center | 221-4810
Important Telephone Numbers

**UCSF Police Department**

Emergency Number (on campus landline use) | **9-911**
Emergency Number (cell phone use) | **476-6911**
Non-emergency | **476-1414**
Crime Prevention | **502-9396**
Security Surveys | **502-9396**
Investigations | **476-5174**

**San Francisco Police Department**

SF Police Department (off-campus emergency using cellphone) | **553-8090**
SF Police Department (off campus emergency) | **911**
SF General Hospital Sheriff’s Patrol | **206-8063**

**Sexual Assault/Rape**

San Francisco Women Against Rape Crisis Center Counseling (24 hour) | **647-RAPE (7273)**
San Francisco Rape Treatment | **437-3000**

**Walking Escorts and Night Shuttle Escort**

Night shuttle escort | **476-1414**
Medical Center Security Services (Parnassus) | **885-7890**
Mission Bay
- Genentech Hall, 1st Fl Main Lobby | **514-4020**
- Rock Hall, 1st Fl Main Lobby | **514-4317**
Laurel Heights, 1st Fl Main Lobby | **476-8868**
Mission Center Building, 1st Fl Main Lobby | **476-0399**

**Other UCSF Resources**

Faculty Staff Assistance Program | **476-8279**
Title IX Coordinator | **476-4753**
Student Health Services | **476-1281**
Mission Bay Housing Services | **514-4550**
Parnassus Housing Services | **476-2231**
Office of Student Life | **502-1484**
Transportation Services Parnassus | **476-2566**
Transportation Services Mission Bay | **476-1511**

Websites

**UCSF**

Faculty Staff Assistance Program
http://www.ucsfhr.ucsf.edu/assist/index.html

Student Academic Affairs
http://saa.ucsf.edu/

Student Health Services
http://shs.ucsf.edu/

Housing Services
http://www.campuslifeservices.ucsf.edu/housing/

UCSF Police Department
http://police.ucsf.edu/

Transportation Services
http://campuslifeservices.ucsf.edu/transportation/

**Outside UCSF**

California Coalition Against Sexual Assault
http://www.calcasa.org/

National Coalition Against Domestic Violence
http://www.ncadv.org/

National Sexual Violence Resource Center
http://www.nsvrc.org/

Rape, Abuse & Incest National Network (RAINN)
https://www.rainn.org/

San Francisco Women Against Rape
http://www.sfwar.org/

Clery Center for Security on Campus
http://www.clerycenter.org/

U.S. Department of Justice Office on Violence Against Women
http://www.usdoj.gov/ovw/
Violence Against Women Act –  
State of California Definitions

The definitions of consent, sexual assault, domestic violence, dating violence and stalking under the relevant California laws are listed below.

**Consent** is defined under California law as positive cooperation in act or attitude pursuant to an exercise of free will. The person must act freely and voluntarily and have knowledge of the nature of the act or transaction involved.

**Sexual Assault** in the state of California is defined under the following Penal Code Sections:

261. (a) Rape is an act of sexual intercourse accomplished with a person not the spouse of the perpetrator, under any of the following circumstances:

1. Where a person is incapable, because of a mental disorder or developmental or physical disability, of giving legal consent, and this is known or reasonably should be known to the person committing the act. Notwithstanding the existence of a conservatorship pursuant to the provisions of the Lanterman-Petris-Short Act (Part 1 (commencing with Section 5000) of Division 5 of the Welfare and Institutions Code), the prosecuting attorney shall prove, as an element of the crime, that a mental disorder or developmental or physical disability rendered the alleged victim incapable of giving consent.

2. Where it is accomplished against a person’s will by means of force, violence, duress, menace, or fear of immediate and unlawful bodily injury on the person or another.

3. Where a person is prevented from resisting by any intoxicating or anesthetic substance, or any controlled substance, and this condition was known, or reasonably should have been known by the accused.

4. Where a person is at the time unconscious of the nature of the act, and this is known to the accused. As used in this paragraph, “unconscious of the nature of the act” means incapable of resisting because the victim meets any one of the following conditions:
   - (A) Was unconscious or asleep.
   - (B) Was not aware, knowing, perceiving, or cognizant that the act occurred.
   - (C) Was not aware, knowing, perceiving, or cognizant of the essential characteristics of the act due to the perpetrator’s fraud in fact.
   - (D) Was not aware, knowing, perceiving, or cognizant of the essential characteristics of the act due to the perpetrator’s fraudulent representation that the sexual penetration served a professional purpose when it served no professional purpose.

5. Where a person submits under the belief that the person committing the act is someone known to the victim other than the accused, and this belief is induced by any artifice, pretense, or concealment practiced by the accused, with intent to induce the belief.

6. Where the act is accomplished against the victim’s will by threatening to retaliate in the future against the victim or any other person, and there is a reasonable possibility that the perpetrator will execute the threat. As used in this paragraph, “threatening to retaliate” means a threat to kidnap or falsely imprison, or to inflict extreme pain, serious bodily injury, or death.

7. Where the act is accomplished against the victim’s will by threatening to use the authority of a public official to incarcerate, arrest, or deport the victim or another, and the victim has a reasonable belief that the perpetrator is a public official. As used in this paragraph, “public official” means a person employed by a governmental agency who has the authority, as part of that position, to incarcerate, arrest, or deport another. The perpetrator does not actually have to be a public official.

(b) As used in this section, “duress” means a direct or implied threat of force, violence, danger, or retribution sufficient to coerce a reasonable person of ordinary susceptibilities to perform an act which otherwise would not have been performed, or acquiesce in an act to which one otherwise would not have submitted. The total circumstances, including the age of the victim, and his or her relationship to the defendant, are factors to consider in appraising the existence of duress.
(c) As used in this section, “menace” means any threat, declaration, or act which shows an intention to inflict an injury upon another.

261.5. (a) Unlawful sexual intercourse is an act of sexual intercourse accomplished with a person who is not the spouse of the perpetrator, if the person is a minor. For the purposes of this section, a “minor” is a person under the age of 18 years and an “adult” is a person who is at least 18 years of age.

261.6. In prosecutions under Section 261, 262, 286, 288a, or 289, in which consent is at issue, “consent” shall be defined to mean positive cooperation in act or attitude pursuant to an exercise of free will. The person must act freely and voluntarily and have knowledge of the nature of the act or transaction involved.

261.7. In prosecutions under Section 261, 262, 286, 288a, or 289, in which consent is at issue, evidence that the victim suggested, requested, or otherwise communicated to the defendant that the defendant use a condom or other birth control device, without additional evidence of consent, is not sufficient to constitute consent.

261.9. (a) Any person convicted of seeking to procure or procuring the sexual services of a prostitute in violation of subdivision (b) of Section 647, if the prostitute is under 18 years of age, shall be ordered by the court, in addition to any other penalty or fine imposed, to pay an additional fine in an amount not to exceed twenty-five thousand dollars ($25,000).

262. (a) Rape of a person who is the spouse of the perpetrator is an act of sexual intercourse accomplished under any of the following circumstances:

(1) Where it is accomplished against a person’s will by means of force, violence, duress, menace, or fear of immediate and unlawful bodily injury on the person or another.

(2) Where a person is prevented from resisting by any intoxicating or anesthetic substance, or any controlled substance, and this condition was known, or reasonably should have been known, by the accused.

(3) Where a person is at the time unconscious of the nature of the act, and this is known to the accused. As used in this paragraph, “unconscious of the nature of the act” means incapable of resisting because the victim meets one of the following conditions:

(A) Was unconscious or asleep.

(B) Was not aware, knowing, perceiving, or cognizant that the act occurred.

(C) Was not aware, knowing, perceiving, or cognizant of the essential characteristics of the act due to the perpetrator’s fraud in fact.

(4) Where the act is accomplished against the victim’s will by threatening to retaliate in the future against the victim or any other person, and there is a reasonable possibility that the perpetrator will execute the threat. As used in this paragraph, “threatening to retaliate” means a threat to kidnap or falsely imprison, or to inflict extreme pain, serious bodily injury, or death.

(5) Where the act is accomplished against the victim’s will by threatening to use the authority of a public official to incarcerate, arrest, or deport the victim or another, and the victim has a reasonable belief that the perpetrator is a public official. As used in this paragraph, “public official” means a person employed by a governmental agency who has the authority, as part of that position, to incarcerate, arrest, or deport another. The perpetrator does not actually have to be a public official.

(b) As used in this section, “duress” means a direct or implied threat of force, violence, danger, or retribution sufficient to coerce a reasonable person of ordinary susceptibilities to perform an act which otherwise would not have been performed, or acquiesce in an act to which one otherwise would not have submitted. The total circumstances, including the age of the victim, and his or her relationship to the defendant, are factors to consider in apprising the existence of duress.

(c) As used in this section, “menace” means any threat, declaration, or act that shows an intention to inflict an injury upon another.

(d) If probation is granted upon conviction of a violation of this section, the conditions of probation may include, in lieu of a fine, one or both of the following requirements:

(1) That the defendant make payments to a battered women’s shelter, up to a maximum of one thousand dollars ($1,000).

(2) That the defendant reimburse the victim for reasonable costs of counseling and other reasonable expenses that the court finds are the direct result of the defendant’s offense.
For any order to pay a fine, make payments to a battered women’s shelter, or pay restitution as a condition of probation under this subdivision, the court shall make a determination of the defendant’s ability to pay. In no event shall any order to make payments to a battered women’s shelter be made if it would impair the ability of the defendant to pay direct restitution to the victim or court-ordered child support. Where the injury to a married person is caused in whole or in part by the criminal acts of his or her spouse in violation of this section, the community property may not be used to discharge the liability of the offending spouse for restitution to the injured spouse, required by Section 1203.04, as operative on or before August 2, 1995, or Section 1202.4, or to a shelter for costs with regard to the injured spouse and dependents, required by this section, until all separate property of the offending spouse is exhausted.

263. The essential guilt of rape consists in the outrage to the person and feelings of the victim of the rape. Any sexual penetration, however slight, is sufficient to complete the crime.

**Domestic Violence** in the state of California is defined under the following Penal Code Sections:

**273ab. (a)** Any person, having the care or custody of a child who is under eight years of age, who assaults the child by means of force that to a reasonable person would be likely to produce great bodily injury, resulting in the child’s death, shall be punished by imprisonment in the state prison for 25 years to life. Nothing in this section shall be construed as affecting the applicability of subdivision (a) of Section 187 or Section 189.

**273d. (a)** Any person who willfully inflicts upon a child any cruel or inhuman corporal punishment or an injury resulting in a traumatic condition is guilty of a felony and shall be punished by imprisonment pursuant to subdivision (h) of Section 1170 for two, four, or six years, or in a county jail for not more than one year, by a fine of up to six thousand dollars ($6,000), or by both that imprisonment and fine.

**273d. (b)** Any person who is found guilty of violating subdivision (a) shall receive a four-year enhancement for a prior conviction of that offense provided that no additional term shall be imposed under this subdivision for any prison term or term imposed under the provisions of subdivision (h) of Section 1170 served prior to a period of 10 years in which the defendant remained free of both the commission of an offense that results in a felony conviction and prison custody or custody in a county jail under the provisions of subdivision (h) of Section 1170.

**273d. (c)** If a person is convicted of violating this section and probation is granted, the court shall require the following minimum conditions of probation:

1. A mandatory minimum period of probation of 36 months.
2. A criminal court protective order protecting the victim from further acts of violence or threats, and, if appropriate, residence exclusion or stay-away conditions.
3. (A) Successful completion of no less than one year of a child abuser’s treatment counseling program. The defendant shall be ordered to begin participation in the program immediately upon the grant of probation. The counseling program shall meet the criteria specified in Section 273.1. The defendant shall produce documentation of program enrollment to the court within 30 days of enrollment, along with quarterly progress reports.
4. (B) The terms of probation for offenders shall not be lifted until all reasonable fees due to the counseling program have been paid in full, but in no case shall probation be extended beyond the term provided in subdivision (a) of Section 1203.1. If the court finds that the defendant does not have the ability to pay the fees based on the defendant’s changed circumstances, the court may reduce or waive the fees.
5. (C) If the offense was committed while the defendant was under the influence of drugs or alcohol, the defendant shall abstain from the use of drugs or alcohol during the period of probation and shall be subject to random drug testing by his or her probation officer.
(5) The court may waive any of the above minimum conditions of probation upon a finding that the condition would not be in the best interests of justice. The court shall state on the record its reasons for any waiver.

273.5. (a) Any person who willfully inflicts corporal injury resulting in a traumatic condition upon a victim described in subdivision (b) is guilty of a felony, and upon conviction thereof shall be punished by imprisonment in the state prison for two, three, or four years, or in a county jail for not more than one year, or by a fine of up to six thousand dollars ($6,000) or by both that fine and imprisonment.

(b) Subdivision (a) shall apply if the victim is or was one or more of the following:

1. The offender’s spouse or former spouse.
2. The offender’s cohabitant or former cohabitant.
3. The offender’s fiancé or fiancée, or someone with whom the offender has, or previously had, an engagement or dating relationship, as defined in paragraph (10) of subdivision (f) of Section 243.
4. The mother or father of the offender’s child.

(c) Holding oneself out to be the husband or wife of the person with whom one is cohabiting is not necessary to constitute cohabitation as the term is used in this section.

(d) As used in this section, “traumatic condition” means a condition of the body, such as a wound, or external or internal injury, including, but not limited to, injury as a result of strangulation or suffocation, whether of a minor or serious nature, caused by a physical force. For purposes of this section, “strangulation” and “suffocation” include impeding the normal breathing or circulation of the blood of a person by applying pressure on the throat or neck.

(e) For the purpose of this section, a person shall be considered the father or mother of another person’s child if the alleged male parent is presumed the natural father under Sections 7611 and 7612 of the Family Code.

Dating Violence is defined under California Penal Code as the following:

13700. As used in this title:

(a) “Abuse” means intentionally or recklessly causing or attempting to cause bodily injury, or placing another person in reasonable apprehension of imminent serious bodily injury to himself or herself, or another.

(b) “Domestic violence” means abuse committed against an adult or a minor who is a spouse, former spouse, cohabitant, former cohabitant, or person with whom the suspect has had a child or is having or has had a dating or engagement relationship. For purposes of this subdivision, “cohabitant” means two unrelated adult persons living together for a substantial period of time, resulting in some permanency of relationship. Factors that may determine whether persons are cohabiting include, but are not limited to, (1) sexual relations between the parties while sharing the same living quarters, (2) sharing of income or expenses, (3) joint use or ownership of property, (4) whether the parties hold themselves out as husband and wife, (5) the continuity of the relationship, and (6) the length of the relationship.

(c) “Officer” means any officer or employee of a local police department or sheriff’s office, and any peace officer of the Department of the California Highway Patrol, the Department of Parks and Recreation, the University of California Police Department, or the California State University and College Police Departments, as defined in Section 830.2, a peace officer of the Department of General Services of the City of Los Angeles, as defined in subdivision (c) of Section 830.31, a housing authority patrol officer, as defined in subdivision (d) of Section 830.31, or a peace officer as defined in subdivisions (a) and (b) of Section 830.32.

(d) “Victim” means a person who is a victim of domestic violence.

Stalking is defined under the California Penal Code as the following:

646.9. (a) Any person who willfully, maliciously, and repeatedly follows or willfully and maliciously harasses another person and who makes a credible threat with the intent to place that person in reasonable fear for his or her safety, or the safety of his or her immediate family is guilty of the crime of stalking, punishable by imprisonment in a county jail for not more than one year, or by a fine of not more than one thousand dollars ($1,000), or by both that fine and imprisonment, or by imprisonment in the state prison.

(b) Any person who violates subdivision (a) when there is a temporary restraining order, injunction, or any other court order in effect prohibiting the behavior described in subdivision (a) against the same party, shall be punished by imprisonment in the state prison for two, three, or four years.
(c) (1) Every person who, after having been convicted of a felony under Section 273.5, 273.6, or 422, commits a violation of subdivision (a) shall be punished by imprisonment in a county jail for not more than one year, or by a fine of not more than one thousand dollars ($1,000), or by both that fine and imprisonment, or by imprisonment in the state prison for two, three, or five years.

(2) Every person who, after having been convicted of a felony under subdivision (a), commits a violation of this section shall be punished by imprisonment in the state prison for two, three, or five years.

(d) In addition to the penalties provided in this section, the sentencing court may order a person convicted of a felony under this section to register as a sex offender pursuant to Section 290.006.

(e) For the purposes of this section, “harasses” means engages in a knowing and willful course of conduct directed at a specific person that seriously alarms, annoys, torments, or terrorizes the person, and that serves no legitimate purpose.

(f) For the purposes of this section, “course of conduct” means two or more acts occurring over a period of time, however short, evidencing a continuity of purpose. Constitutionally protected activity is not included within the meaning of “course of conduct.”

(g) For the purposes of this section, “credible threat” means a verbal or written threat, including that performed through the use of an electronic communication device, or a threat implied by a pattern of conduct or a combination of verbal, written, or electronically communicated statements and conduct, made with the intent to place the person that is the target of the threat in reasonable fear for his or her safety or the safety of his or her family, and made with the apparent ability to carry out the threat so as to cause the person who is the target of the threat to reasonably fear for his or her safety or the safety of his or her family. It is not necessary to prove that the defendant had the intent to actually carry out the threat. The present incarceration of a person making the threat shall not be a bar to prosecution under this section. Constitutionally protected activity is not included within the meaning of “credible threat.”

(h) For purposes of this section, the term “electronic communication device” includes, but is not limited to, telephones, cellular phones, computers, video recorders, fax machines, or pagers.

“Electronic communication” has the same meaning as the term defined in Subsection 12 of Section 2510 of Title 18 of the United States Code.

(i) This section shall not apply to conduct that occurs during labor picketing.

(j) If probation is granted, or the execution or imposition of a sentence is suspended, for any person convicted under this section, it shall be a condition of probation that the person participate in counseling, as designated by the court. However, the court, upon a showing of good cause, may find that the counseling requirement shall not be imposed.

(k) (1) The sentencing court also shall consider issuing an order restraining the defendant from any contact with the victim, that may be valid for up to 10 years, as determined by the court. It is the intent of the Legislature that the length of any restraining order be based upon the seriousness of the facts before the court, the probability of future violations, and the safety of the victim and his or her immediate family.

(2) This protective order may be issued by the court whether the defendant is sentenced to state prison, county jail, or if imposition of sentence is suspended and the defendant is placed on probation.

(l) For purposes of this section, “immediate family” means any spouse, parent, child, any person related by consanguinity or affinity within the second degree, or any other person who regularly resides in the household, or who, within the prior six months, regularly resided in the household.

(m) The court shall consider whether the defendant would benefit from treatment pursuant to Section 2684. If it is determined to be appropriate, the court shall recommend that the Department of Corrections and Rehabilitation make a certification as provided in Section 2684. Upon the certification, the defendant shall be evaluated and transferred to the appropriate hospital for treatment pursuant to Section 2684.
Nondiscrimination Policy Statement

UC San Francisco in accordance with applicable Federal and State laws and University policy, does not discriminate on the basis of race, color, national origin, religion, sex, gender identity, pregnancy, physical or mental disability, medical condition (cancer related or genetic characteristics), ancestry, marital status, age, sexual orientation, citizenship, or service in the uniformed services. The University also prohibits sexual harassment. This nondiscrimination policy covers admission, access, and treatment in University programs and activities. University policy also prohibits retaliation for bringing a complaint of discrimination or participating a complaint process or investigation pursuant to this policy.