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**ANNUAL SECURITY and  
FIRE SAFETY REPORT**  
REPORT ON 2017 STATISTICS

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## FROM THE CHIEF

Thank you for taking the time to read this year's annual security report. This report is designed to provide you with important information about safety and security on campus. In this report, you will find information about the Department of Public Safety, statements regarding specific policies we have at Northeast Ohio Medical University (NEOMED) as well as statistics about crime on campus.

The Northeast Ohio Medical University Police Department (NPD) celebrated its third anniversary on July 1, 2018. NPD became a recognized police department on July 1, 2015, through Section 3345.04 of the Ohio Revised Code, the first campus police department in NEOMED's history.

The NEOMED Police Department consists of a chief, sergeant, five full time patrol officers and five part time patrol officers. The addition of several part time officers over the past year assists us in maintaining 24/7 police coverage when full time officers are on vacation or at training.

All NEOMED Police Officers have successfully graduated from a state-approved peace officer training academy, and hold the same authority and powers of arrest as any certified police officer in the state of Ohio. NPD is the primary investigating agency of all criminal acts and incidents that occur on campus.

We hope you find this report informative and helpful and that your time with NEOMED is enjoyable and safe. If you have questions regarding the content of this report or would like to request a copy, please call **330.325.6492** or email your request to **publicsafety@neomed.edu**.

**Kali A. Meonske**  
*Director of Public Safety/Chief of Police*





## **DEPARTMENT OF PUBLIC SAFETY WHO WE ARE AND WHAT WE DO**

The NEOMED Police Department (NPD) is part of the Department of Public Safety (DPS). DPS is responsible for law enforcement/security, parking, access control, video surveillance, fire prevention, and emergency management planning. NPD consists of full time and part time patrol officers, contracted security officers, a sergeant, and a chief. Police department offices are located in M-112. The security office is located in room A-90. NPD operates 24 hours a day, seven days a week.

Patrol officers are responsible for patrolling the campus on foot and in a vehicle, performing fire extinguisher checks, creating and maintaining student and employee University identification badges, distributing parking permits and maintaining parking information for students and employees, taking incident reports for emergencies and crimes and maintaining a constant awareness of the safety of students, faculty, staff and visitors on campus.

### **NPD Mission Statement**

The Northeast Ohio Medical University Police Department is committed to developing and maintaining a safe and peaceful campus environment. Our officers are sworn to protect constitutional rights, enforce state laws, and provide ethical and equitable police services in support of the University's mission.



## VALUES

**Integrity:** Always doing the right thing. As police officers, we do what is right not for actual or perceived gain, but because it is the right thing to do. The integrity of our officers is not only represented while we are in uniform, but in all our actions on and off duty. Our moral strength and courage is demonstrated in action.

**Safety:** The protection of life and property are the primary concern for our officers. The wellbeing of our faculty, staff, students, visitors, and other officers is one part of this equation. Not only do we focus on keeping the NEOMED community safe, we conduct ourselves in such a way that the public views us as a source of protection. The second part of this value is that we act in such a way to keep ourselves safe. Training, tactics, and physical/emotional health to keep ourselves performing to the best of our ability are crucial to be able to keep others safe.

**Professionalism:** We are members of a very noble and honorable profession. As such, we will maintain the highest of personal standards, taking pride in our conduct, communication, and appearance. We treat our colleagues and the public with respect in accordance with our mission statement and our values to ensure trust and open communication.

**Service:** We value the privilege to serve our NEOMED community ethically and equitably. “Protect and Serve” is not a concept, but rather a calling. We are dedicated to seeking opportunities to enhance public safety. We work to reduce fear and incidents of crime, and go out of our way to lend a hand to someone in need.

**Teamwork:** We work together as one organization to adhere to the mission of our department. As NEOMED police officers, we are respectful to each other and work collectively to solve problems to serve the community. As part of the NEOMED community, we work in partnership with the faculty, staff, students, visitors, and other agencies.



## **The Clery Act: An Explanation**

In 1990, Congress enacted the Crime Awareness and Campus Security Act, which amended the Higher Education Act of 1965 (HEA). This act requires all postsecondary institutions participating in Title IV student financial aid programs to disclose campus crime statistics and security information. The 1998 amendments renamed the law the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, or the Clery Act. The law was named in memory of a student who was slain in her dorm room in 1986. In March, 2013, President Obama signed the Violence Against Women Reauthorization Act of 2013 (VAWA), which amended the Clery Act.

## **The Clery Act: Legal Requirements**

The Clery Act requires colleges and universities to:

- Publish an annual security report every year by Oct. 1 that contains three years of campus crime statistics and certain campus security policies;
- Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities and remote classrooms. The statistics must be gathered from campus police or security, local law enforcement, and other University officials who have “significant responsibility for student and campus activities”;
- Provide “timely warning” notices of those crimes that have occurred and pose an ongoing “threat to students and employees”; and
- Disclose in a public crime log “any crime that occurred on campus ... or within the patrol jurisdiction of the campus police or the campus security department and is reported to the campus police or security department.”
- Maintain a log of all reported fires that occur in on-campus housing facilities
- Publish an annual fire safety report that contains fire safety policies and fire statistics for each on-campus housing facility
- Submit the fire statistics from the fire safety report annually to the Department of Education

The NEOMED Department of Public Safety is responsible for preparing and distributing this report. We work with other agencies, including the Portage County Sheriff’s Office and the Ohio State Highway Patrol to compile the information.

Members of the NEOMED community are strongly encouraged to use this report as a guide for safe practices on and off campus. The report can be viewed online at [NEOMED.edu/police/clery-act/annual-report](https://www.neomed.edu/police/clery-act/annual-report). NEOMED community members receive a notification that describes the report and provides its web address. To request a paper copy, contact the Department of Public Safety at **330.325.6492** or email [publicsafety@neomed.edu](mailto:publicsafety@neomed.edu).



## CAMPUS POLICING AND SECURITY POLICIES

### **Campus Law Enforcement**

The Northeast Ohio Medical University Police Department (NPD) is recognized as a police department through section 3345.04 of the Ohio Revised Code. All commissioned officers of the department have successfully graduated from a state-approved peace officer training academy, and hold the same authority and powers of arrest as any certified police officer in the state of Ohio. NPD is the primary investigating agency of all criminal acts and incidents that occur on campus.

### **Interagency Cooperation**

NPD coordinates regularly with local law enforcement as needed to provide extra security for events, conduct investigations, and exchange information. The Portage County Sheriff's Office (PCSO) and the Ohio State Highway Patrol have jurisdiction on the NEOMED campus. NEOMED has a memorandum of understanding (MOU) with PCSO for dispatching services. PCSO provides all dispatching for NPD officers. NPD and PCSO both utilize MARCS radios. On NPD radios, both the NPD channel and the PCSO channel are programmed allowing NPD officers to communicate directly with a Deputy from PCSO if necessary.

NPD and PCSO also have a mutual aid agreement. This agreement allows PCSO to dispatch an NPD officer off campus, if necessary, to provide assistance to a PCSO Deputy.

### **Reporting Criminal Incidents and Other Emergencies**

All students, employees and visitors should promptly call 911 to report criminal incidents, accidents and other emergencies. When reporting an emergency from a campus desk phone, dial 9-911. Dialing '9' first obtains an outside line. After a call is made to (9) 911, students, employees and visitors are strongly encouraged to notify the security office at **330.325.5911** to inform them of the emergency. Doing so allows officers to assist other first responders. For non-emergency public safety related matters, contact campus security at **330.325.6489**.

In compliance with the Clery Act, NEOMED has designated certain individuals at the University as campus security authorities. A campus security authority is an official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings. The function of a campus security authority is to report allegations of Clery Act crimes to either NEOMED police officers or local law enforcement. A complete list of campus security authorities can be found on the Public Safety section of the NEOMED intranet.



### **Access to Campus Facilities**

Access to the main campus building is restricted to NEOMED identification card holders. Generally, all exterior doors to the main campus building are locked. Several exterior doors have key card access allowing personnel and students convenient access to their work and study areas. The NEOMED Health and Wellness (NEW) Center is open to the public during posted hours. Access to the third floor of the NEW Center, which houses the Bio-Med Science Academy, is restricted to personnel who have approval to access that area. All campus visitors must report to the main entrance to sign in and obtain a guest ID.

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

Patrol officers conduct routine checks of lighting on campus during regular patrols. If lights are out or dim, officers notify the Department of Campus Operations. Personnel from Campus Operations take immediate action to fix lighting issues. We encourage NEOMED community members to report deficient lighting to the Department of Campus Operations at **330.325.6193**.

If you observe an unsafe condition in a lab, please report your concern to the manager, environmental and occupational health and safety at **330.325.6496** or **safety@neomed.edu**. Concerns relating to fire prevention or security/law enforcement can be directed to the campus security office at **330.325.6489**.

### **Campus Safety Programs**

First year medicine and pharmacy students at NEOMED participate in an orientation program where they are introduced to campus safety procedures. Among the topics are crime reporting, date/acquaintance rape, bystander intervention campus access, crime statistics, and emergency notification.

First year medicine and pharmacy students, as well as freshmen Bio-Med Science Academy students receive A.L.I.C.E. training during the first week of classes. "A.L.I.C.E." is an acronym for five steps to utilize in order to increase the chances of surviving an attack by an Active Shooter. "A.L.I.C.E." stands for Alert, Lockdown, Inform, Counter, Evacuate. NEOMED Police Department will offer this training to all first year students (including the Bio-Med Science Academy Students) and will also conduct the class several times throughout the year for interested students, faculty and staff.



## TIMELY WARNING NOTICES

### **Campus Crime/Safety Alerts**

In the event that a situation arises, either on or near campus, that in the judgment of the Department of Public Safety, in consultation with other administrative departments/offices as appropriate, constitutes an ongoing or continuing threat to members of the University community, the department will issue a “timely warning” notice, also referred to as a “Campus Safety Alert.” Members of the University community who witness or learn of a crime or other serious incident on or near campus should report it to 911 and the Department of Public Safety as soon as possible so a Campus Safety Alert can be issued, if warranted.

If NEOMED community members report crimes or serious incidents to other NEOMED administrators, those administrators will notify the Department of Public Safety. The Department of Public Safety will collaborate with other departments/offices as necessary to issue a Campus Safety Alert, if one is appropriate.

### **Daily Crime Log**

The police department maintains a daily crime log which records all crimes reported to the department. Each log entry encompasses the date, time, nature and general location of each reported crime in addition to the disposition of the complaint, if known. All entries are logged within two business days of the initial report being made to the police department, or local law enforcement agency. Certain incidents may be excluded from the log in circumstances when disclosure of such information may compromise the investigation. The log is available for public inspection in the campus security office, room A-90.

### **Emergency Preparedness**

NEOMED recognizes the need to be prepared for critical incidents. Under the guidance of the Emergency Management Planning Team, various departments and offices work together to prepare for, mitigate, respond to, and recover from emergency situations. As part of the prevention, mitigation and preparedness phases of emergency management, NEOMED collaborates with local first responders, such as the Rootstown Fire Department, the Portage County Sheriff’s Office and the Ohio State Highway Patrol, as well as other local, county and state agencies, to better prepare for potential emergencies.

### **Emergency Response**

University departments are responsible for developing contingency plans and continuity of operations plans for their staff and areas of responsibility. NEOMED conducts emergency response exercises such as tabletop exercises and tests of the emergency notification system. The purpose of these tests is to assess and evaluate the emergency plans and capabilities of the University. When a serious incident occurs that causes an immediate threat to the campus, the first responders to the scene are usually NEOMED police, the Portage County Sheriff’s Office, the Ohio State Highway Patrol and/or the Rootstown Fire Department. All departments/agencies typically respond and work together to manage the incident. Depending on the nature of the incident, other county, state and federal agencies could also be involved in responding to the incident. General information about emergency response and evacuation procedures for NEOMED are publicized each year as part of the University’s Clery Act compliance efforts.



NEOMED community members are encouraged to call 911 and then campus security at **330.325.5911** for any situation or incident on campus that may involve an immediate or on-going threat to the health and safety of members of the University community. The NEOMED Police Department has the responsibility of responding to and summoning the necessary resources, to mitigate, investigate, and document any situation that may cause a significant emergency or dangerous situation. In addition, the NEOMED Police Department has a responsibility to respond to such incidents to determine if the situation does, in fact, pose a threat to the campus community. If so, federal law requires that the University notify the campus community or the appropriate segments of the community that may be affected by the situation.

### **Emergency Notification**

NEOMED's Department of Public Safety works closely with other offices and departments on campus, as well as outside agencies, to assess threat levels. If a determination is made that an emergency or dangerous situation exists that poses an immediate threat to the health or safety of members of the University community, the Department of Public Safety in conjunction with input from the Offices of the President, Administration and Finance and Public Relations will determine the content of the notification. Some or all of the systems described below will be used to communicate the threat to the community, or to a particular building or segment of the community.

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

Certain University officials are authorized to send emergency notification messages to the University community. The emergency notification system is capable of sending messages via email, text messages to cell phones, and voicemail to cell, home and office phones as well as postings on Facebook and Twitter. NEOMED will immediately notify the campus community upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of the University community occurring on the campus, unless issuing a notification will compromise efforts to contain the emergency. Emergency messages will include information on what has occurred and directions to the community on what to do next. Additional methods by which notifications may be received include:

- Public address system
- NEOMED's website, [www.neomed.edu](http://www.neomed.edu)
- Print and broadcast media

The emergency notification system is tested on an annual basis. It is absolutely necessary that every student and employee keep their contact information current in the emergency notification system. To view and/or update your information, please visit <https://www.getrave.com/login/neomed>



## **SHELTER-IN-PLACE: WHAT DOES IT MEAN?**

If an incident occurs and the buildings or areas around you become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to stay indoors, because leaving the area may expose you to that danger. Thus, to “shelter in place” means to make a shelter of the building that you are in. In a longer-term emergency, this location can be made even safer and more comfortable with a few adjustments until it is safe to go outside.

### **How you will know to shelter in place**

A shelter-in-place notification may come from several sources, including but not limited to NEOMED Police Department, the Rootstown Fire Department, the Portage County Sheriff’s Office or the Ohio State Highway Patrol. Information regarding a shelter-in-place notification may be disseminated by a combination of NEOMED’s emergency notification methods.

### **How to shelter in place**

Regardless of where you are, the basic steps of shelter in place will generally remain the same. Should the need ever arise, follow these steps, unless instructed otherwise by local emergency personnel:

- Go into the nearest building
- Close all doors and windows to seal off the building from the exterior
- Shut off air conditioners, furnaces and any other fans that draw outside air into the building
- Conduct an accountability check of students, faculty and staff
- Prevent anyone from leaving the shelter
- Remain in the shelter in place area; do not leave until told to do so.



## CRIME PREVENTION

While police and security officers are responsible for ensuring that campuses are as safe as possible, the primary responsibility for crime prevention and personal safety lies with each individual.

### Anti-Theft Tips

- Lock your office when it is unoccupied.
- Maintain serial numbers of equipment.
- Copy important papers and cards that are in your wallet or purse.
- Do not leave valuables unattended (in offices, study rooms, etc.)

### Personal Safety Away From Home

- Keep windows and door locked.
- Use the peephole before opening the door.
- Do not leave a spare key outside.
- Use only initials on mailboxes and in telephone directories.
- Make sure the exterior of your home is well lit.

### Personal Safety in Your Car

- Check the back seat before entering a car.
- Never give strangers a ride.
- Always keep your card doors locked.
- Keep your vehicle properly maintained and have at least a quarter-tank of gas.
- Always have a good spare tire and a jack.
- Put valuables in the trunk, not on the seats.
- If you break down, do not accept a ride with a stranger.
- If you feel that you're being followed, drive toward a well-lit area, preferably a police station.

### Personal Safety at Home

- Carry your keys in hand so you're ready to enter your car or building.
- Walk, exercise, and park in well-lit areas.
- Be aware of your surroundings and people around you.
- Avoid ATMs in secluded or dark locations.
- Avoid working or studying after hours in public areas.

### Emergency Blue Light Phones

These phones are located across the campus and allow individuals in need of assistance to either call Public Safety , or call 911 directly.

### Campus Escort

Police and security officers are available to escort students and employees to their vehicles, or across campus if needed. If you are in need of an escort contact the campus security office at **330.325.6489**.



# SEXUAL ASSAULT, DATING VIOLENCE, DOMESTIC VIOLENCE, AND STALKING

## **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;
- (B) Where the existence of such a relationship shall be determined based on a consideration of the following factor:
  - i. The length of the relationship
  - ii. The type of relationship
  - iii. The frequency of interaction between the persons involved in the relationship

## **Domestic Violence**

Domestic violence is violence or threats of violence that occur between family or household members.

## **Menacing by Stalking**

Menacing by stalking occurs when a person knowingly engages in a pattern of conduct that causes another person to believe that the offender will cause physical harm to the other person or cause mental distress to the other person.

## **Rape**

Engaging in sexual conduct by force or threat of force; or for the purpose of preventing resistance, offender substantially impairs victim's judgment or control by giving any drug/intoxicant secretly or by force, threat of force, or deception. Victim need not prove physical resistance.

## **Sexual Battery**

Having sexual conduct with another by knowingly coercing the other person to submit; or the offender knows the other person's ability to appraise the nature of or control their own conduct is substantially impaired; or the offender knows the other person submits because they are unaware that the act is being committed.

## **Sexual Imposition**

Having sexual contact with another when the offender knows that the contact is offensive to the other person or is reckless in that regard; or the offender knows that the other person's ability to appraise the nature of the contact or ability to control the contact is substantially impaired; or the offender knows the other person submits because they are unaware of the sexual contact.

## **Gross Sexual Imposition**

Having sexual contact with another, by force or threat of force; or the offender substantially impairs the other person's judgment or control using drugs or intoxicants secretly or by force, threat of force, or deception.



## Preserving Evidence

Evidence from a crime like sexual assault can be collected from the crime scene, but it can also be collected from your body, clothes, and other personal belongings. A survivor may choose to have a sexual assault forensic exam to preserve possible DNA evidence and receive important medical care. A police report does not have to be made in order to have an exam, but the process gives a survivor the chance to safely store evidence should they decide to report at a later time. If possible, following a sexual assault, a survivor should try to avoid:

- Bathing
- Showering
- Using the restroom
- Changing clothes
- Combing hair
- Cleaning up the area

In most cases, DNA evidence needs to be collected within 72 hours in order to be analyzed by a crime lab, but a sexual assault forensic exam can reveal other forms of evidence beyond this time frame that can be useful if a survivor decides to report.

## How and to Whom an Offense Should be Reported

Any person who has experienced an act of sexual assault, dating violence, domestic violence or stalking is encouraged to promptly report the incident to the Title IX Coordinator at **330.325.6733**, the NEOMED Police Department at **330.325.5911**, or one of the Campus Security Authorities.

## Options Involving Law Enforcement and Campus Authorities

All persons who believe they have experienced criminal acts of sexual misconduct or any Title IX offense should report the matter to the NEOMED Police Department at **330.325.5911**, or contact 911. University personnel will assist the accuser in notifying campus or local law enforcement if the accuser requests this assistance. The accuser has the right to decline to notify law enforcement. The NEOMED Police Department or local law enforcement may assist an accuser in obtaining a civil or criminal protective order if the accuser believes the accused may be a threat to the accuser's ongoing safety.

## Confidentiality

The University preserves confidentiality of reports of criminal acts of sexual misconduct or Title IX offenses to the extent possible and allowed by state and federal law. The degree to which confidentiality can be maintained and protected, however, depends upon the person to whom the sexual misconduct or Title IX offense is reported. Confidentiality can only be assured when discussing the matter with those in a legally protected role.

Confidential reports of sexual misconduct or Title IX offenses may be made on campus in the Center for Student Wellness and Counseling. Students can make an appointment by calling **330.325.6757** or emailing **counseling@neomed.edu**. The Director and Assistant Director of Counseling Services are the only confidential sources for reporting on campus, meaning that a report to the Director or Assistant Director of Counseling Services will not result in a report to law enforcement or other University personnel. Confidential reports of sexual misconduct or Title IX offenses may be made off-campus to Townhall II at **330.678.3006**. The Office of the Ombuds is not a confidential reporting option for acts of sexual misconduct as defined in University policy.

Campus officials and other campus University personnel who may receive reports of sexual misconduct or Title IX offenses will make reasonable and appropriate efforts to preserve the privacy of both the accuser and the accused to the extent possible and permitted by state and federal law.



# INVESTIGATING REPORTS OF SEXUAL MISCONDUCT OR SEXUAL HARASSMENT

## Informal Investigation

Reports of mild, non-criminal sexual misconduct or Title IX offenses may be resolved by way of informal investigation or mediation. Allegations of sexual violence do not qualify for an informal investigation.

- Both parties must agree with the use of an informal investigation to address the complaint. All informal investigations shall be conducted in a manner designed to provide a prompt, fair, and impartial investigation and resolution.
- The Accuser and the Accused are not required to address issues directly with one another.
- The Accuser has the right to discontinue the informal investigation and initiate a formal investigation at any time.
- Both the Accused and the Accuser will receive a written decision based on the evidence gathered during the informal investigation and have the right to appeal the decision.

## Formal Investigation

- Reports of serious, potentially criminal Sexual Misconduct or Title IX Offenses will be addressed through a formal investigation.
- A formal investigation will include the following: fact-finding through witness interviews; written report of the investigation findings; imposition of sanctions when indicated; and a determination of the steps the University will take to eliminate the conduct, prevent its recurrence, and mitigate or remedy its effects. All formal investigations shall be conducted in a manner designed to provide a prompt, fair, and impartial investigation and resolution.
- If the Accused is a student, the matter will be addressed in accordance with the procedures set forth in the Student Handbook. If the Accused is an Employee, the matter will be addressed in the manner set forth in the Guidelines for Investigating and Resolving Complaints of Discrimination and Harassment.
- Both the Accuser and the Accused have the right to be accompanied by an advisor of their choice throughout the investigation and be present at any hearing on the matter. Any hearing on the matter will be conducted by an official trained in adjudicating allegations of Sexual Harassment and Sexual Misconduct.
- Both the Accused and the Accuser will receive a written decision based on the evidence gathered during the informal investigation and have the right to appeal the decision.

## Evidentiary Standard

The evidentiary standard to determine responsibility in a Sexual Harassment or Sexual Misconduct investigation is a preponderance of the evidence standard, meaning that, based on the evidence available, it is more likely than not that the Accused committed the conduct.



## **Sanctions**

Upon the completion of a formal or informal investigation, if the Accused is found to have committed acts of Sexual Harassment or Sexual Misconduct, sanctions may be imposed. Sanctions may include, but are not limited to, suspension from or termination of further employment; suspension or dismissal from further matriculation; adjustments to work, living or learning situations; mandatory referrals for education and training; or other sanctions as necessary and appropriate to address the conduct at issue.

## **Appeals**

Both the Accused and the Accuser have the right to appeal the written decision within five (5) business days of the release of the decision. A written appeal must be submitted in accordance with the process outlined in the written decision and must state one of the following grounds for review:

- A procedural irregularity that substantially affected the outcome of the matter to the detriment of one of the parties; or
- The presence of new, compelling evidence that was not available at the time of the initial review; evidence that there were facts or criteria that were improperly included in the review or that extraneous facts substantially affected the decision to the detriment of one of the parties; or
- The decision was arbitrary or capricious in light of the facts, criteria and procedures employed.

## **Finality**

All decisions are final in the sixty (60) days after they are issued, unless they are appealed in accordance with Section (D)(4)(e) of the University's Sexual Misconduct and Harassment policy. Decisions that are appealed are final upon issuance of the decision regarding the appeal.

## **Timing**

All investigations will be completed in a prompt and reasonably efficient manner. Ideally, an investigation will not exceed sixty (60) calendar days from the date the initial report was made, however, the complexity, severity and extent of the alleged conduct may require additional time in certain circumstances.

## **Interim Measures**

Interim measures may be available before the final outcome of an investigation to support and protect the Accuser. Interim measures may include, but are not limited to:

- Imposing a "no contact" order, requiring that the Accuser and the Accused refrain from having any contact with one another;
- Providing victim advocacy;
- Modifying living or work arrangements;
- Modifying class assignments;
- Providing counseling or health services;
- Providing academic support; and
- Considering leave requests.



## **Resources and Support**

Any person who has experienced an act of Sexual Misconduct is encouraged to go to the nearest emergency room or hospital for evaluation, treatment, and counseling. Though a person who has experienced an act of Sexual Misconduct has the option to notify law enforcement authorities about the offense, filing a police report near in time to the offense will:

- Ensure the person receives the necessary medical treatment and tests at no expense;
- Provide an opportunity for the time-sensitive collection of evidence helpful in the prosecution, such as collecting soiled clothes and advising the person to refrain from bathing or douching, washing his/her face, urinating, drinking liquids, eating, or brushing his/her teeth;
- Assure that the person has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.

All first-year students are required to attend an educational program which promotes the awareness of sexual assault, particularly rape and acquaintance rape. The program addresses who a student should contact on campus and in local law enforcement in the event an act of Sexual Misconduct occurs. The program will emphasize the importance of reporting such offenses to the police and preserving evidence of the assault for prosecution of the offense.

## **Retaliation**

The University will not tolerate retaliation in any form against an Accuser or any witness or participant in an investigation conducted under this policy. Retaliation should be reported promptly to the Title IX Coordinator. Evidence of retaliation is grounds for disciplinary action.

## **Sex Offender Registration**

All sex offenders required to register in the State of Ohio or any other state are required to notify NEOMED of their sex offender status if they are applying for employment or admission to the University. All employees or students who become registered sex offenders are required to notify the University at the time they are first required to register with the State. Employees must notify their immediate supervisors and the Department of Human Resources and students must notify the dean of their respective College.

Due to the nature of the University programs, environment, student populations and patient population, registered sex offenders will not be considered for employment or admission to the University. The University Department of Human Resources or the Admissions Office will query the sex offender database prior to finalizing offers of employment, faculty status or admission to its academic programs. Becoming a registered sex offender is grounds for termination of employment and dismissal from the academic programs of the University.

The federal Campus Sex Crimes Prevention Act requires institutions of higher education to issue a statement advising the campus community where information concerning registered sex offenders may be obtained. In Ohio, this information is available at [www.icrimewatch.net/index.php?AgencyID=55149](http://www.icrimewatch.net/index.php?AgencyID=55149).



### **Drug, Alcohol, and Substance Abuse**

The University prohibits its employees and students from the unlawful use, possession, dispensation, distribution, or manufacture of any controlled substance or illegal drugs and the unauthorized use of alcohol while in the workplace or anywhere on the Rootstown campus. Employees may not be at work and students may not participate in coursework or clinical work while under the influence of alcohol or while unlawfully using controlled substances or illegal drugs. The consumption of alcoholic beverages by employees or students on the campus at events other than those sanctioned or sponsored by the University is prohibited.

The University is committed to the reduction of alcohol and other drug abuse by students and employees. In support of that commitment, the University provides important health information and treatment resources to students and employees through its **Drug Abuse and Alcohol Prevention Program (DAAPP)**, which includes the potential criminal and University sanctions that may be imposed when appropriate.

### **Missing Person**

All NEOMED students who execute a Resident Agreement for on-campus housing will be asked to register a contact person who would be contacted no later than 24 hours after the time the student is determined to be missing. A student can register a confidential contact for this situation, in addition to the emergency contact information on file with the University. A missing student's confidential contact information will be accessible by NEOMED campus officials and may be shared with law enforcement during the course of the missing person investigation.

If the student is under 18 years of age, NEOMED is required to notify a custodial parent or legal guardian not later than 24 hours after the student is determined to be missing.

**Notification.** Any person who has reason to believe that a NEOMED student who is living on campus is missing should contact the NEOMED Police Department immediately at **330.325.5911** to make a report.



**Investigation.** The NEOMED Police Department will conduct an initial inquiry in response to any report that it receives regarding NEOMED students living on campus that may be missing. The inquiry will seek to determine if the student is actually missing and cannot be located through reasonable efforts. The inquiry may include, but is not limited to, the following activities:

- (a) Calling or visiting the student's residence;
- (b) Contacting neighbors, fellow students, and/or friends of the resident to determine the circumstances of the student's disappearance;
- (c) Conducting a campus search of public locations to locate the student (library, cafeteria, lecture halls, etc.);
- (d) Access key card and FOB usage records to determine the student's last use of either means of access;
- (e) Access the student's email or other network login records to determine the student's last use of the NEOMED network;
- (f) Retrieve the student's cell phone number and work with the corresponding cell phone carrier to determine the student's last use of the phone and its location
- (g) Obtaining and circulating a photograph of the student to assist in identifying and locating the student;
- (h) Contacting the Chief Student Affairs Officer, the Dean of the College in which the student is enrolled, relevant faculty members or the on-campus housing management company for information related to the student; and
- (i) Contacting local law enforcement.

**Determination that the student is missing.** If the NEOMED Police Department, after conducting an investigation of the report, determines that a student has been missing, the University will contact the individual registered as a contact by the student when the student entered on-campus housing. In the event the student did not register a contact when executing his/her Resident Agreement for on-campus housing, the University will contact the emergency contacts on file for the student in Enrollment Services.



## DEFINITIONS OF REPORTABLE CRIMES

### **Criminal homicide**

- ***Murder/Non-Negligent Manslaughter:*** The willful (non-negligent) killing of one human being by another. NOTE: Deaths caused by negligence, attempts to kill, assaults to kill, suicides, accidental deaths, and justifiable homicides are excluded.
- ***Manslaughter by Negligence:*** 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.

- ***Rape:*** The carnal knowledge of a person, forcibly and/or against the person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).
- ***Fondling:*** The touching of the private body parts of another person for the purpose of sexual gratification, 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 because of his/her youth or because of his/her temporary or permanent mental incapacity.



## **Nonforcible Sex Offenses**

Unlawful, nonforcible sexual intercourse.

- **Incest:** Nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape:** Nonforcible sexual intercourse with a person who is under the statutory age of consent (In Ohio, age 13).

**Robbery:** The taking or attempting to take anything from value of 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. It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could or probably would result in a serious potential injury if the crime were successfully completed.

**Burglary:** The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or a felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

**Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access, even though the vehicles are later abandoned-including joy riding).

**Arson:** The willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, or personal property of another kind.

## **Dating Violence**

Violence committed by a person:

- (C) Who is or has been in a social relationship of a romantic or intimate nature with the victim;
- (D) Where the existence of such a relationship shall be determined based on a consideration of the following factor:
  - iv. The length of the relationship
  - v. The type of relationship
  - vi. The frequency of interaction between the persons involved in the relationship

## **Domestic Violence**

Domestic violence is violence or threats of violence that occur between family or household members.

## **Stalking**

The term “stalking” means engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- (A) Fear for his or her safety or the safety of others; or
- (B) Suffer substantial emotional distress



## OTHER OFFENSES

- **Liquor law violations:** The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned activities. (Drunkenness and driving under the influence are not included in this definition).
- **Drug abuse violations:** Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).
- **Weapon law violations:** The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: the manufacture, sale or possession of deadly weapons; the carrying of deadly weapons, concealed or openly; the furnishing of deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned acts.



## Criminal Offenses

Type of Offense		On Campus	Residential Facility	Non-campus Building or Property	Public Property
<b>Criminal Homicide</b>					
Murder/Non-negligent Manslaughter	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Manslaughter by Negligence	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
<b>Sexual Assault (Sex Offenses)</b>					
Rape	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Fondling	2015	0	0	0	0
	2016	1	0	0	0
	2017	2	1	0	0
Incest	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Statutory Rape	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
<b>Robbery</b>					
	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
<b>Aggravated Assault</b>					
	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
<b>Burglary</b>					
	2015	0	0	0	0
	2016	0	0	1	0
	2017	0	0	1	0
<b>Motor Vehicle Theft</b>					
	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0



**Criminal Offenses (con't)**

Type of Offense		On Campus	Residential Facility	Non-campus Building or Property	Public Property
<b>Arson</b>					
	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
<b>Domestic Violence</b>					
	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
<b>Dating Violence</b>					
	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
<b>Stalking</b>					
	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
<b>Hate Crimes</b>					
Race	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Gender	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Religion	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Sexual Orientation	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Ethnicity	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Disability	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
National Origin	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0



**Criminal Offenses (con't)**

Type of Offense		On Campus	Residential Facility	Non-campus Building or Property	Public Property
<b>Hate Crimes</b>					
Larceny-Theft	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Simple Assault	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Intimidation	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Destruction	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Damage	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Vandalism of Property	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
<b>Arrests</b>					
Weapons Possession	2015	0	0	0	1
	2016	0	0	0	0
	2017	0	0	0	0
Drug Law	2015	0	0	0	0
	2016	1	0	1	0
	2017	2	0	0	0
Liquor Law	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
<b>Referrals</b>					
Weapons Possession	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Drug Law	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Liquor Law	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0



## FIRE SAFETY REPORT

The following information is provided as required by the Higher Education Opportunity Act. This report is published on an annual basis and includes information pertaining to fire statistics; descriptions of fire safety systems; rules on portable electrical appliances, smoking and open flames in on-campus housing facilities; and other information. All information contained in this section is applicable to The Village at NEOMED only. For the purpose of this report, **fire** is defined as any *instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner*.

### Fire Log

The NEOMED fire log is maintained by the Department of Public Safety and is located in room A-90. Any requests for copies should be made to the Department of Public Safety at [publicsafety@neomed.edu](mailto:publicsafety@neomed.edu).

### Fire or Other Emergency

Setting or fueling a fire of any size is prohibited. Resident shall give immediate notice to Management of fire, accident, damage, and dangerous or defective conditions. All residents must evacuate the building during a fire alarm. Falsely reporting a fire or any other emergency, including bomb threat, falsely reporting a serious injury, or pulling a fire alarm station when no fire is evident is prohibited. Fire warning devices and safety equipment are to be used only in the case of an emergency. If smoke or fire is observed, resident should pull the nearest fire alarm pull-station, immediately exit the building, and call 911. Upon the sounding of a fire alarm at any time, the resident should proceed according to the instructions posted in and about the property. Intentional sounding of an alarm outside of an emergency situation or tampering with emergency equipment will be considered a criminal offense and the person or persons responsible will be treated accordingly. Tampering with smoke detectors or fire alarms is prohibited. Management reserves the right to impose additional charges, penalties or sanctions for tampering with fire or life safety equipment in addition to criminal and judicial action. Common area safety equipment such as exit signs found in a unit will be considered evidence of tampering with fire or life safety equipment. Refusal to leave a building during a fire alarm, refusal to produce proper identification upon request of management, its agent, refusal to cooperate with any reasonable request by management, its agent, acting in performance of their duties is prohibited. Resident shall be responsible for avoidable fire alarms initiated by resident and/or resident's guests.

Fire codes and fire safety rules prohibit propping open any access door(s) or door(s) leading to any common area. If any door is left opened, or if a resident has a concern that another resident or apartment mate is leaving open doors, propping open doors or otherwise compromising the safety in the building, a complaint should be made in writing to management.



### **Portable Electrical Appliances, Smoking and Open Flames**

The use of wood or charcoal stoves and/or flammable liquid, gas or electric space heaters within the building is not permitted. Resident shall not use candles or other open flame devices, hot plates, incense or halogen lamps anywhere in the building or about the property. All torch-style lamps, including but not limited to those that use halogen, incandescent or fluorescent bulbs, are not permitted. Resident shall not use any style lamp that uses a halogen or more than a 100 watt bulb, nor shall resident connect three or more sets of stringed lights together (including but not limited to Christmas lights). Use of the stove, microwave and/or oven while apartment is unoccupied is also prohibited. Furthermore, oven and/or stove units should not be left on for longer than needed to cook or warm food items. Live cut trees are prohibited in apartment.

Consistent with University policies, smoking is prohibited on University-owned property, which includes The Village apartments and the surrounding area. Smoking in the apartment or private living space, lobbies, hallways, offices and all other public and/or private areas within the buildings or its adjacent parking lots is strictly prohibited.

### **Smoke Detectors**

Each apartment is equipped with one or more smoke detectors. It is the responsibility of the resident to periodically test the smoke detector(s) to insure that detector(s) operate(s) properly. If the smoke detector(s) “chirps” or does not operate properly when tested, resident shall immediately notify management. Management will replace batteries in smoke detectors at its own expense when necessary. It is a violation of the resident agreement if the smoke detector(s) is (are) disconnected, covered or otherwise made inoperable by the resident, anyone in the apartment or resident’s guest.

### **Obstructions**

Resident agrees not to obstruct or use for any purpose other than ingress and egress the sidewalks, entrances, passages, courts, vestibules, stairways and halls.

### **Hazardous Substances**

Residents shall not use, manufacture, or store any fireworks, explosives, flammable liquids, gas, cans or compressed gasses, poisons, highly combustible substances, chemicals, or any substances which may injure others or damage property, in any apartment, hallway, or about the housing property. The storage or use of gasoline or electrical powered vehicles or engines regardless of their state or dismantlement in the building is not permitted. Setting materials on fire, possession or use of flammable or highly combustible materials is likewise not permitted.

### **Reporting a Fire**

If smoke or fire is observed, evacuate immediately. Close doors behind you and pull a fire alarm as you evacuate, if you can safely do so. Once out of the building, call 911. Be prepared to report the address and room number/location of the smoke or fire.



### Improvements in Fire Safety

The Department of Public Safety will conduct a fire drill for each building at The Village at least once annually. This will provide Village residents with an opportunity to familiarize themselves with the exits in the building, as well as assembly points outside of the buildings. The drills will also provide officers with a chance to speak with residents to address any questions or concerns and discuss additional educational components of fire safety.

### Fire Safety Systems at The Village at NEOMED

Facility	Fire Alarm Monitoring	Full Sprinkler System*	Smoke Detection	Fire Extinguisher Devices	Evacuation Placards	Number Of Fire Drills Each Calendar Year**
4261 St. Rt. 44	Public Safety	X	X	X	X	1
4265 St. Rt. 44	Public Safety	X	X	X	X	1
4269 St. Rt. 44	Public Safety	X	X	X	X	1

\* Full sprinkler system is defined as having sprinklers in both the common areas and individual rooms.

### Statistics and Related Information Regarding Fires in Residential Facilities

Residential Facilities	Total Fires in Each Building	Fire Number	Cause of Fire	Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire
4261 St. Rt. 44	0	N/A	N/A	N/A	N/A	N/A
4265 St. Rt. 44	0	N/A	N/A	N/A	N/A	N/A
4269 St. Rt. 44	1	1	candle	0	0	\$0-99



# IMPORTANT PHONE NUMBERS AND EMAIL ADDRESS

## EMERGENCY 911

### On Campus:

**Campus Police/Security**  
330.325.6489/330.325.5911  
police@neomed.edu  
publicsafety@neomed.edu

**Chief Meonske**  
330.325.6492  
kmeonske@neomed.edu

**Sergeant Parker**  
330.325.6519  
sparker@neomed.edu

**Jennifer Dougall**  
**Director, Counseling Services**  
330.325.6484  
jdougall@neomed.edu

**Andre Burton**  
**Title IX Coordinator**  
330.325.6733  
aburton@neomed.edu

**Mechelle Gehle-Wann**  
**Safety Administrator**  
330.325.6494  
mgw@neomed.edu

**Jesse Zampedro**  
**Environmental and  
Occupational Health Specialist**  
330.325.6496  
jzampedro@neomed.edu

### Off Campus:

**Portage County Sheriff's Office**  
*(non-emergency)*  
330.296.5100

**Ohio State Highway Patrol**  
*(non-emergency)*  
330.297.1441

**Rootstown Fire Department**  
*(non-emergency)*  
330.325.1414

**Coleman Access Services**  
*(mental health evaluation  
and prescreening)*  
330.296.3555

**Townhall II**  
*(for suicide risk or threat,  
rape or sexual assault, crisis  
intervention, victim outreach)*  
330.678.3006

**Safer Futures**  
*(domestic violence shelter  
for women and children)*  
330.296.2100 or 330.673.2500

