

West Virginia School of Osteopathic Medicine

Calendar year 2018

Annual Clery & Fire Safety Report



 Office of Campus Safety & Security

Annual Campus Security and Fire Safety Report

The Campus Security is provided by the West Virginia State Police on campus property. WVSOM security officers have the authority to make arrests on WVSOM owned, leased, or controlled property and on property immediately adjacent to the WVSOM facilities. Our Department is well-respected by all local, state, and federal law enforcement agencies and has developed very effective and cooperative working relations with these agencies. The Campus Security are charged with the responsibility for investigation, follow-up, apprehension, and resolution of any incident reported to us. For the department to achieve its mission, it is critical that all members of the community report crimes promptly and accurately.

The Campus Security, through news releases, brochures and publications, presentations, and one-on-one encounters encourage the accurate and prompt reporting of not only crimes on campus, but any suspicious activity or security breach that may be witnessed by the public.

The Campus Security believe in and practice Community-Based Policing. We believe that community involvement and support are critical to our success. Information concerning security is provided to new employees during their orientation and to new students through orientation presentations. Information is also available in the Employee and Student Handbooks, telephone directories, and other publications.

Security Awareness Programs

The mission of the WVSOM Campus Security department is to provide a safe and secure environment for everyone at the West Virginia School of Osteopathic Medicine. This publication is designed to provide you with information regarding the security awareness programs offered at this institution, and your responsibility to promote safety. The security awareness programs are designed to inform students and employees about campus security procedures and practices and to encourage students and employees to be responsible for their own security and the security of others.

The West Virginia School of Osteopathic Medicine has taken prudent steps to promote a safe and secure environment that is compatible with the WVSOM community's academic and co-curricular pursuits. We solicit your support in making our WVSOM community safe and secure by accepting responsibility for your actions and committing to participate in programs to assist others.

No institution can guarantee the total safety and security of all its members. Only through community support and involvement can we be successful in achieving our goal. We ask you to help us by not taking unnecessary risks, by locking your door and securing the facilities when you leave, and reporting any suspicious activity or crime immediately. Together, we can help make the West Virginia School of Osteopathic Medicine a more safe and secure environment for the community.

Crime Reporting

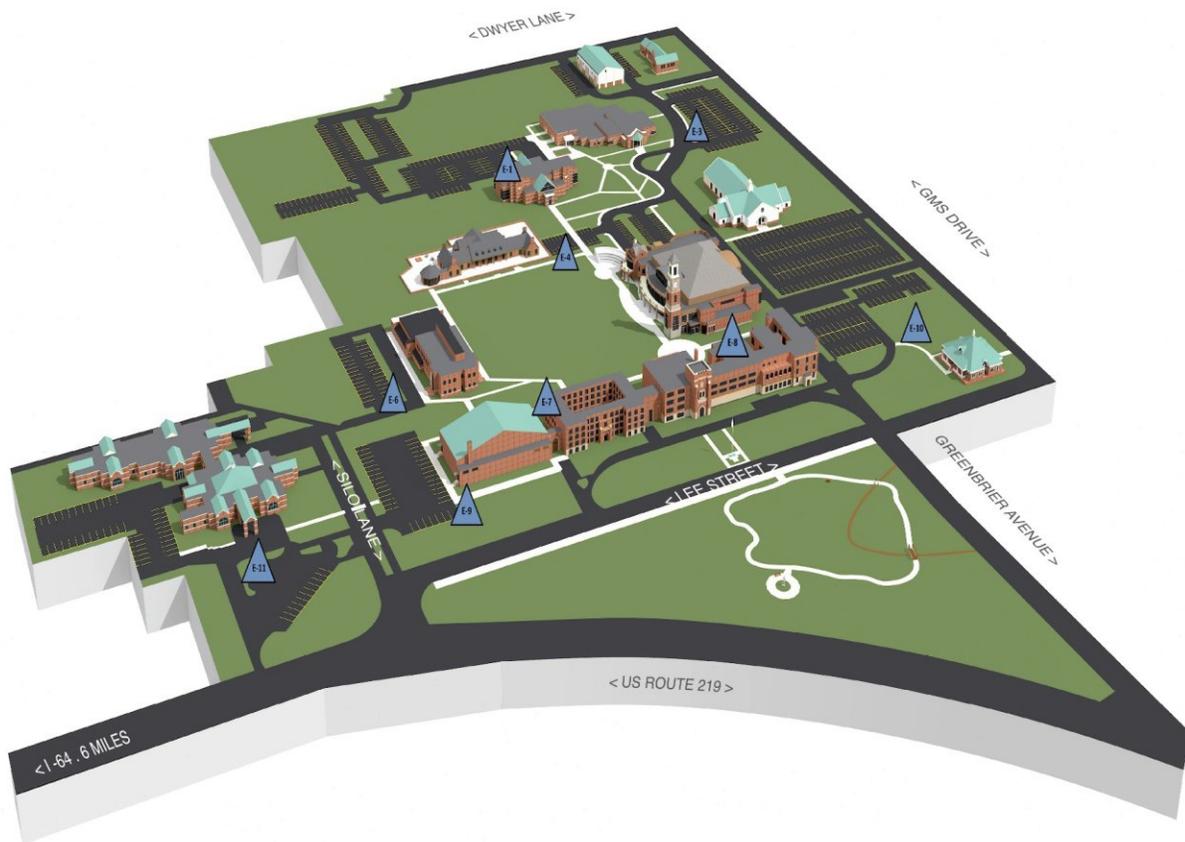
The West Virginia School of Osteopathic Medicine is a member of the 911 Emergency Services Network. To report a crime in progress or an emergency, contact WVSOM Campus Security by dialing 9-911 from any campus phone or for non-emergencies by dialing (304) 647-8911. If you

would like to stop by the department to file a report, the department is located across from the James R. Stookey Library in the Main Building, Room E126E. Also, for your safety, we have 9 emergency phones located across our campus. The locations of these phones are identified on the following map:

WVSOM Campus

Legend

E - Emergency Phones



WVSOM
400 North Lee Street
Lewisburg, WV 24901
1.800.35.OSTEO
www.wvsom.edu

We strongly encourage you to report all crimes or suspicious activities that you may witness while on campus. Crimes should be reported to the WVSOM Security Department for the purpose of making timely warning reports to the community and for annual statistical disclosure, even if the victim elects not to prosecute or pursue the investigation.

The Title IX or AA/EEO Coordinator attempts to balance the needs of the parties for privacy with the institutional responsibility of ensuring a safe educational environment and workplace. Confidentiality is an aspiration, but is not always possible or appropriate. An individual's requests regarding the confidentiality of reports of discrimination, or harassment including but not limited to sex offenses will be considered in determining an appropriate response; however, such requests will be considered in the dual contexts of the institution's legal obligation to ensure a working and learning environment that is free from discrimination or sexual misconduct and the due process rights of the accused to be informed of the allegations and their source. Some level of disclosure may be necessary to ensure a complete and fair investigation and to insure that the institution meets its obligations under Title IX. The institution may be limited in its response and investigation if confidentiality is requested.

<http://www.wvsom.edu/OMS/TIX/TIX-overview>

During the investigation process, and in accordance with existing policies and laws, the West Virginia School of Osteopathic Medicine will make every reasonable effort to protect the privacy of all parties involved in the investigation, and to keep the information confidential to the extent required by law. However, West Virginia School of Osteopathic Medicine cannot guarantee that any or all of the information will remain confidential.

<http://www.wvsom.edu/OMS/TIX/TIX-overview>

Annual Disclosure of Crime Statistics

The WVSOM Security Department is charged with collecting statistics and preparing The Jeanne Clery Act Report. The department collects the data from various sources including the Office of Student Affairs, and the Lewisburg Police Department. A written request for statistical information is made on an annual basis to all Campus Security Authorities (as defined by federal law).

Timely Warning Notices

The Vice President for Finance and Facilities or a designee writes the Crime Alerts to the WVSOM campus. The timely alerts are distributed to the WVSOM community using blast email and text systems.

Crime notices are usually distributed for the following Uniformed Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) classifications: criminal homicide and robbery. Instances of arson will be assessed on a case-by-case basis and a warning will be issued if there is an on-going serious threat to the community. Aggravated assaults and sex offenses are considered on a case-by-case basis depending on the facts of the case and the information known by the WVSOM Security.

Emergency Planning, Response, and Evacuation

WVSOM has developed an emergency response manual that complies with the National Incident Management System and provides facility-specific planning assistance. We encourage all community members to become familiar with their building plans and campus plan. The Emergency Response Plan may be viewed at <https://www.wvsom.edu/sites/default/files/u16/ERM-2018-2020.pdf>

If officials order evacuation of the campus, leave as soon as possible. Avoid flooded roads and watch for washed out bridges. Roads and bridges frequently become crowded and traffic moves slowly. Evacuation will probably take longer than expected, so give yourself plenty of time.

If a fire occurs in a WVSOM building, community members should begin the evacuation process immediately and should call 911 as soon as it is safe to do so. Fire alarms alert community members of potential hazards and community members are required to heed their warning and evacuate buildings immediately upon hearing a fire alarm in a facility. Use the nearest stairwell and/or exit to leave the building immediately. Community members should familiarize themselves with the exits in each building. The Fire Marshal can levy fines and penalties to individuals who fail to evacuate a building promptly—but a more important reason for evacuating is for safety reasons!

When a fire alarm is activated, the elevators will recall to the first floor in all buildings. Occupants should use the stairs to evacuate the building. If you are caught in the elevator, push the emergency phone button. The emergency phones in elevators on campus will ring to the Greenbrier County E- 911 Communications Center.

Emergency Notification

WVSOM Alert is one of several elements of the WVSOM Emergency Notification System. The WVSOM Alert system allows WVSOM to quickly communicate health and safety-related information through a combination of various communication methods. In the event that information needs to be communicated to students and staff immediately, WVSOM will use several information delivery methods to make sure the pertinent information reaches you.

WVSOM Alert will be used solely for the purpose of alerting the WVSOM community in an emergency. These emergency notices can be delivered via phone calls, text messages to mobile devices, and e-mail. All students, faculty and staff can manage their own contact information and choose the contact method(s) that they prefer.

Please note that emergency notifications will be limited to those concerning health and safety concerns for WVSOM students, faculty or staff; or disruption of normal school functions due to severe weather, crime or other concerns. These notices are also limited to situations or events within the boundaries of the main WVSOM campus in Lewisburg, WV.

If an emergency occurs, the emergency management operations team, in consultation with the senior administration will determine the need for a WVSOM Alert message.

The Emergency Notification System will communicate and dispense important information for:

- situations threatening the safety and security of our campus
- campus closures due to emergency situations threatening the safety and security of our campus
- class cancellations due to severe weather
<http://www.wvsom.edu/About/safety/faq>

Security, Access, and Facilities Maintenance

We strive to make our facilities available to students, faculty, and staff so they may pursue their educational goals and missions. This availability requires a balance with security needs. It is not our desire to lock down all our facilities, giving a military appearance to WVSOM facilities. For this reason, many of our academic and administrative buildings are accessible during all hours with appropriate clearance.

Our Campus Security proactively patrols the campus. Though rarely needed, 9 emergency phones located throughout campus can summon emergency help quickly.

The Campus Security Office, Facilities Management and others are committed to maintaining a safe

environment by evaluating lighting, shrubs and bushes and facility design. We encourage you to report any hazards or concerns to our office by dialing 6203 on campus phones, or 304-647- 6203 on non-campus phones.

Policy on Alcoholic Beverages

The distribution, consumption, or manufacturing of Alcoholic Beverages is prohibited on or in property or facilities of WVSOM, except that Alcoholic Beverages may only be distributed or consumed in campus locations as expressly authorized in advance by the President of WVSOM.

http://www.wvsom.edu/sites/default/files/u21/GA-08_Drugs_Alcohol_Testing_and_Treatment.pdf

Policy on Drugs

WVSOM campus security enforces compliance with West Virginia laws and school policies regarding the possession, use, and sale of illegal drugs on campus.

http://www.wvsom.edu/sites/default/files/u21/GA-08_Drugs_Alcohol_Testing_and_Treatment.pdf

Disclosure to Victims of Violent Crimes and Non-forcible Sex Offenses

WVSOM will, upon written request, disclose to the alleged victim of a crime of violence (as defined in Section 16 of Title 18, United States Code), or any non-forcible sex offense, the report on the results of any campus disciplinary proceeding against a student 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 will be treated as the alleged victim for the purpose of this policy.

Drug-Free Workplace Policy

The West Virginia School of Osteopathic Medicine recognizes the importance of a safe, healthy, and efficient work and educational environment. Being under the influence of any illegal drug or alcohol on campus or at institution sponsored functions poses serious risks to a person's health and safety, and jeopardizes the public trust that has been placed in the institution. In recognition of the serious effects of alcohol and drug abuse on the safety, health, and performance of individuals, this program provides standards of conduct and clearly prohibits the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on the property of the institution. This program will meet legal requirements to provide a "drug-free workplace".

WVSOM recognizes its students and employees as adults and expects them to obey all applicable laws and to take personal responsibility for their conduct. This program applies to the entire college community, including faculty, staff, administrators, students, contractors, subcontractors, volunteers, service providers, and visitors.

http://www.wvsom.edu/sites/default/files/u21/2013_Drug_Awareness_and_Prevention_Program.pdf

Crime Reporting Statistics Collection and Reporting

The campus security collect and report statistics for murder, sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, manslaughter, arson, domestic violence, dating violence, stalking, theft, simple assault, intimidation, and destruction of property when the victim is intentionally selected because of actual or perceived race, gender, religion, sexual orientation, ethnicity, or disability of the victim.

Daily Crime Log

Campus Security maintains a Daily Crime Log of all incidents reported. This includes all crimes that occur on campus, in areas patrolled by campus security, in non-campus buildings or properties, on public property running through or immediately adjacent to the campus.

The Daily Crime Log includes the incident type, date incident is reported, date and time of occurrence, and general location of each reported incident type, as well as the disposition of the incident, if this information is known. The Campus Security posts specific incidents in the Daily Crime Log within two (2) business days of receiving a report of an incident and reserves the right to exclude reports from a log in certain circumstances as permitted by law.

Sexual Assault and Domestic/Dating Violence and Stalking

Sexual assault, domestic/dating violence, and stalking are prohibited and are taken very seriously by WVSOM. The administration encourages and offers educational programs to prevent such incidents and training to properly handle them should they occur.

<http://www.wvsom.edu/OMS/TIX/TIX-overview>

Prevention Programming and Information

Sexual assault and domestic/dating violence and stalking can happen to anyone, no matter how prepared or cautious the person may be. Victims should not blame themselves or hesitate to report the incident. Whatever the circumstances, victims often fear being blamed, humiliated, or not believed. These feelings of fear, guilt, and helplessness can lead to depression, illness, and trouble with academics and relationships.

Remember, no one deserves or asks to be sexually assaulted or abused through domestic/dating violence and/or stalking. You are encouraged to report any incident to campus security at (304) 647-8911. Victims of these crimes have the right to notify campus personnel and they will assist the student in notifying the authorities, if the student requests our assistance. Individuals may also report the incident to the institution's Title IX coordinator. The Title IX Coordinator is responsible for coordinating the institution's compliance with Title IX, (304) 793- 6591. The institution's sexual misconduct policy, which includes sexual harassment and sexual assault, can be found at:

<http://www.wvsom.edu/About/policies/ga-14>

Victims of Rape, Sexual Assault, Domestic/Dating Violence, or Stalking

For issues related to sexual misconduct and sexual assault, please visit the WVSOM Title IX webpages found at: <https://www.wvsom.edu/OMS/TIX/TIXoverview>.

If sexual misconduct occurs, it is the victim's decision regarding how, when, and to whom s/he would like to report. **Please remember that all WVSOM employees, with the exception of the ASPIRE counselors and psychologist, are responsible employees. That means that if a WVSOM employee becomes aware of any instance of sex or gender-based discrimination, they must inform the Title IX Coordinator to make a report.** Reporting is required regardless of whether the discrimination includes students, faculty, staff or visitors to WVSOM, or, in the case of students, whether the discrimination occurred on or off campus.

There are several options to consider for assistance, and you may contact any or all of them that you would like:

NON-CONFIDENTIAL RESOURCES:

- You may contact local law enforcement to begin an investigation;
- Dr. Rebecca Morrow, WVSOM Title IX Coordinator: 304-793-6591 to request that WVSOM begin an investigation.

CONFIDENTIAL RESOURCES:

- For students: ASPIRE counselors: 304-647-6324 or 304-520-5856, after hours;
- Family Refuge Center: 304-645-6334;
- National Sexual Assault Hotline: 800-656-4673

WVSOM Sexual Assault, Domestic Violence, Dating Violence, and Stalking Resources

Law Enforcement:

The person may wish to contact law enforcement even if the person has not decided whether to pursue criminal charges. Police can advise the person of options, help preserve evidence while the victim considers those options, and assist in safety planning and consideration. Contacting law enforcement does not mean the person must pursue criminal charges.

Larry Ware
Security Officer - VP for Finance & Facilities
A216 Main Building
(304) 647-6220

WV State Police - WVSOM Security
E126E Main Building
(304) 647-8911

WV State Police - Troop 6 Lewisburg Detachment
381 Greenbrier Road
Lewisburg, WV 24901
(304) 647-7600

- Let the person know that you need to disclose the assault to the WVSOM Security Coordinator for purposes of complying with The Clery Act (a federal law requiring that campuses report and track crime statistics). This disclosure can be as broad or narrow as the person wants -- you do not need to disclose the name of the person you are meeting with if that person does not give permission to do so. In that case, simply report as much about the assault as you can (date, location) without identifying the person.
- Let the person know about the Sexual Misconduct webpage -- consider showing the person the web page in your office and printing off a copy. The webpage has many resources and other helpful information for a person who has experienced a sexual assault.
- Let the person know you believe and support her or him, and that you hope they will take some steps to help and care for her or himself.

Medical:

The person may want to seek confidential medical attention to care for her or himself or to preserve evidence of the assault in the event criminal charges might be contemplated later.

Robert C. Byrd Clinic
1464 Jefferson Street North
Lewisburg, WV 24901
(304) 645-3220

Greenbrier Valley Medical Center
202 Maplewood Avenue
Ronceverte, WV 24970
(304) 647-4411

Counseling Services:

The person may want to speak with a professional counselor in a confidential setting.

Counseling assistance is available twenty-four hours a day, seven days a week from:

- Family Refuge Center (FRC), a community-based domestic violence project serving Pocahontas, Greenbrier, and Monroe Counties in southeast West Virginia committed to ending physical, sexual, and emotional abuse in families. FRC encourages and promotes healthy family life based on mutual respect and support for all family members. 304-645-6334 <http://www.familyrefugecenter.org>
- Rape, Abuse and Incest National Network National Sexual Assault Hotline 1-800-656-HOPE (4673) <http://www.rainn.org/>

West Virginia School of Osteopathic Medicine also offers the services of on campus licensed professional counselors for student issues. If you would like professional counseling services please contact the Aspire Office:

- Ginger Conley, LPC, gconley@osteowvsom.edu (304) 647-6272
- Kelley Sills, LPC, ksills@osteowvsom.edu (304) 647-6339
- Julianna Quick, LPC, (jquick@osteowvsom.edu) (304) 793-6896

You do not have to formally report an incident to seek medical attention or receive support services.

Victim's Rights

As required by law, in cases of sexual assault, other sex offenses, domestic/dating violence, and stalking offenses:

- A victim of sexual assault, domestic/dating violence, and/or stalking shall be provided a written explanation of his or her rights as defined by Institutional Policy: GA-14 (Equal Opportunity, Nondiscrimination, Sexual Misconduct, and Other Forms of Harassment).

Registered Sex Offender information

The State of West Virginia requires sex offenders to register with the State Police. The State makes this information available to law enforcement agencies. This information is available to the public at the following website: <https://apps.wv.gov/StatePolice/SexOffender>

WVSOM Fire Safety Report Campus Fire Safety Annual Compliance Report 2016

Overview:

The Higher Education Opportunity Act (Public Law 110-315) became law in August 2008, requiring all United States academic institutions to produce an annual fire safety report outlining the fire safety practices, standards, and all fire related on-campus housing statistics. The following public disclosure report details all information required by this law as it relates to the West Virginia School of Osteopathic Medicine.

General Statement:

The West Virginia School of Osteopathic Medicine is committed to providing a fire safe environment for its faculty, staff, students, and visitors and to protecting the property through an effective fire prevention, protection and response program. All WVSOM buildings have approved fire alarm and fire suppression sprinkler systems that are inspected and tested annually per the National Fire Protection Association (NFPA). The fire alarm and suppression systems are electronically monitored 24 hours/day, seven days/week and notify the 911 system automatically upon actuation.

Training:

WVSOM Employees and Students receive comprehensive hands on fire safety training at the beginning of each academic year by the WVSOM Office of Campus Safety. The emergency evacuation procedures used are outlined in the Emergency Response Manual. The emergency evacuation procedures are as follows:

If a Fire is detected you should:

1. Pull nearest Campus Fire Alarm and evacuate the facility.
2. Call the fire department immediately following evacuation.
 - **Campus Phones**..... dial, **911**
 - **Cellular Phones**dial, **911**
 - **Campus Wide Emergency Phones: Blue Light**

These phones automatically dial **911** when button is depressed

3. Give your name, nature of fire or smoke and exact location.

Evacuation

1. Know 2 ways out – see Evacuation Route Maps.
2. If in doubt, evacuate – **GetOut**
3. Do not use elevators.
4. Assist the handicapped.
5. Close doors as you leave.
6. In the event of an evacuation, all employees will assemble as soon as practical in the designated assembly areas. *(see page 1 for designated Assembly Points).*
7. **Ensure all disabled personnel are evacuated and accounted for.**
8. Once all employees have congregated at the meeting place, there will be an accounting of employees, to ensure everyone has been evacuated.

9. If someone is missing, do not attempt to reenter the building. Notify the firefighters or emergency personnel at the scene, and describe where the person was last seen.
10. **DO NOT RE-ENTER THE BUILDING FOR ANY REASON**, unless emergency personnel have given the “**ALL CLEAR**” signal.

Occupants should remain at a safe distance up wind from the building to ensure the:

1. Safe performance of firefighting and rescue operations.
2. Treatment and removal of the injured.

Campus Fire Alarm and Paging Announcements

1. Know what the alarm soundslike.
2. Evacuate
3. Paging may not be available in your building.

Emergency Evacuation Maps:

Emergency evacuation maps are posted on each floor to direct occupants to approved exits. Additional training is conducted upon request.

Mandatory Fire Drills:

Fire Drills are conducted twice per year, each academic semester, to familiarize students with our emergency system. This activity is initiated by the Safety Compliance Officer, Campus Security, and Facilities Management.

Fire Prevention Policies:

It is the policy of WVSOM to provide a fire safe environment. WVSOM's goal is to recognize hazardous conditions and take appropriate action before such conditions result in a fire. This is accomplished by conducting annual safety inspections of all campus buildings with the State Board of Risk Management, Office of Campus Safety and the West Virginia State Fire Marshals Office.

Fire Investigations are coordinated by the Office of Campus Safety and conducted in conjunction with the WV State Fire Marshal, Lewisburg Fire Department and the State Board of Risk and Insurance Management. Violations are identified and corrective action is addressed.

Smoking

Smoking is not permitted on WVSOM property. This includes but is not limited to common areas, bathrooms, sidewalks, patios, stairways, and any other walkway that directly leads to a building entrance.

Explosive Devices

- A student may not make, possess, or threaten to make or use a bomb, explosive incendiary device or fireworks.
- If found responsible for such a violation, the student will be investigated by Campus Security and the West Virginia State Police.

Plans for future improvements in fire safety

- WVSOM will provide future improvements as needed.

WVSOM continually works closely with occupants of our facilities. From the students, and visitors, to the contractors and vendors working in the facility to assure the work being conducted is monitored and the fire detection systems are checked and maintained.