

**MILLE LACS BAND OF OJIBWE
HEALTH AND HUMAN SERVICES POLICY & PROCEDURE**

Department: Substance Use Disorders-Four Winds Lodge **Policy Number:** HHS-SUD-FW 4725

Policy Title: Sexual Assault

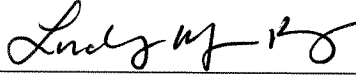
Attachments:

Revision History: 9/6/2019

Revised by/Date: Lindsay Misquadace-Berg 7/2021

Approved by:

Lindsay Misquadace-Berg, Treatment Director



Date:

8/9/21

Approved by:

Nicole Anderson, Commissioner of HHS



Date:


8-16-21

POLICY STATEMENT: All reports of sexual assault are responded to promptly by Four Winds Lodge staff.

PURPOSE: The purpose of this policy is to define the procedure for monitoring, evaluation and reporting known, suspected or alleged sexual assault.

PROCEDURE:

- A. Respond promptly to all reports of sexual assault; notify the Nursing Supervisor.
 - B. Protect the client from further contact with alleged assailant.
 - C. Assess the client for possible physical injury.
 - D. Contact the Licensed Independent Practitioner (LIP) for evaluation of alleged sexual assault and possible referral to local ER for Sexual Assault Exam.
 - E. Initiate an Incident Report.
 - F. Document the circumstances and observations regarding the incident on the Incident Report.
 - G. In all cases of reported sexual assault, assure the client's clothes remain unchanged and that the client doesn't bathe or shower until authorized by the Licensed Independent Practitioner (LIP).
 - H. Save evidence. Keep all clothing, bedding and other evidence intact, don't wash anything. Package evidence in paper bags or brown wrapping paper. **DO NOT USE PLASTIC BAGS.**
 - I. Notify Law Enforcement of known, suspected or alleged sexual assault.
- Follow procedure for Mandated Reporting for Vulnerable Adults and Elders.

Internal and/or External References	HHS-ADM-HRM 3141 Mandated Reporting for Vulnerable Adults and Elders; HHS-ADM-QC 3203 Incident Reporting
Compliance - Posting Date	8/16/2021 
Replaces – Policy Number	
Next Review - Due Date	8/2024