The Allen College-UnityPoint Health/UnityPoint Health – Allen Hospital Security Department and the Allen College Administration Office are jointly responsible for gathering and publishing information required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Questions regarding any of the information contained in the College’s Annual Security Report & Fire Safety Report may be directed to the Director of Business & Administrative Services at Allen College, 1825 Logan Avenue, Waterloo, IA 50703 or by calling 319-226-2012. To obtain a printed copy of the report, contact the Director of Business & Administrative Services at 319-226-2012 or stop in to the Administration Office at 1990 Heath Street, Waterloo, Iowa.
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Introduction

This document is provided in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act) and the Higher Education Opportunity Act (HEOA). These two acts along with periodic updates and reauthorizations mandate that institutions of higher education provide specific information. The information in this report describes the College’s security arrangements, policies and procedures; programs that provide education on such things as drug and alcohol abuse, awareness and prevention of various kinds of sex offenses, and the prevention of crime generally; and procedures the College will take to notify the campus community in the event of an emergency. It also includes crime statistics and fire statistics for the past three calendar years. The annual crime statistics are prepared by collecting crime data from Allen Security records and other Campus Security Authorities. In addition to information provided by on-campus reporters, Allen College also requests crime statistics for specified geographic locations from other local law enforcement agencies. After the crime statistics are compiled, they are included in this Annual Security and Fire Report and submitted to the Department of Education. The Director of Business & Administrative Services has responsibility for preparing the Annual Security and Fire Safety Reports.

Security Department

The Allen Memorial Hospital Security officers are responsible for Allen College campus security, and are employees of Allen Memorial Hospital. All security officers are state certified local police officers or county sheriffs. The security officers are available 24 hours per day, 365 days a year. Security is defined by SOP 1-EC-03-01, Security Management Plan. Copies of these standard operating procedures are available in Barrett Library at Allen College and electronically on the Allen intranet. Their duties include providing technical services such as: enforcing state and municipal laws, patrolling the hospital and college facilities internally and externally including hospital and college parking lots, enforcing business policies, providing asset protection for both personnel and property, and general safety concerns. Additional non-technical services are provided which includes locking and unlocking buildings, escorts to parking lots, and assisting with various college events. Patrols are made both on foot and by motor vehicle.

The Security Officers have a good working relationship with local law enforcement. Since the Allen security department is comprised mainly of Waterloo Police Department retired and/or off duty police officers, there is no formal memorandum of understanding with the Waterloo Police department. Allen Security has full power to arrest and detain and reports all criminal acts to the Waterloo Police Department. More information can be found in SOP 2-L-800-01 Campus Law Enforcement.

Reporting Crimes

Anyone on the Allen College campus who is the victim of a crime or observes any criminal activity should report that incident immediately to the Allen Security Department at 319-235-3869. Because some people are reluctant to make reports to security officials or law enforcement officials, the Allen Security Department encourages anyone who has information about a criminal incident to report it to local law enforcement agencies.
enforcement, reports of crimes can also be made to the following additional campus security authorities and they will provide appropriate information to the Security Department.

Chancellor 319-226-2011
Director of Business & Administrative Services 319-226-2012
Director of Student Services 319-226-2004
Vice Chancellor of Academic Affairs 319-226-2040
Dean, School of Nursing 319-226-2044
Dean, School of Health Sciences 319-226-2031

It is preferred that crimes be reported to the above officials, but crimes reported to any college faculty or staff will be reported to the Security Department directly, or though the Allen College Director of Business & Administrative Services, who is responsible for coordinating safety and security issues at the College with the Security Department. SOP 1-I-30-0 should be referenced for reporting of security incidents.

Persons making crime reports should include as much information as possible, including location, nature of any injuries, description of possible criminals, and a brief description of what happened. Police officers will respond, take action if appropriate, investigate, and file a report.

Additionally, upon written request, the College will disclose to the alleged victim of a crime of violence (as that term is defined in Section 16 of Title 18, United States Code), or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by this institution against a student who is the alleged perpetrator of such a crime or offense. If the alleged victim is deceased as a result of such a crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

Off-campus incidents should be reported to the respective law enforcement agency. The College monitors and records through local police agencies criminal activity by students at off-campus locations. Any such criminal activity will be treated the same as if it happened on campus and reports of such activity should follow the same procedures as for reporting on-campus criminal activity. The College currently does not have any off-campus locations, including student organizations officially recognized by the College.

Confidential Reporting

Crime victims as well as persons reporting a crime may file a report confidentially with the Security Department or College Administration Office. The filing of a confidential report will provide timely documentation of important information and assist the College in targeting future prevention efforts. Confidential reports without any individually identifying information are included in the College’s annual crime statistics.

The College provides pastoral services through Allen Spiritual Care and professional counseling through Allen Counseling Center. The counselors abide by their professional standards regarding confidentiality.
Security Log

The Security Department maintains daily logs of all hospital and college incidents in which they are involved as detailed by SOP. Quarterly reports are made to the CEO and safety committee of the hospital. All logs and reports are available through electronic access to the Director of Business & Administrative Services. In accordance with the Clery Act crime reporting requirements, the crime logs are available at the Security Department office, 1825 Logan Avenue, Waterloo, Iowa. All release of information is subject to federal and state restrictions and in accordance with Chapter 22 of the Iowa Code. You may also contact the Director of Business & Administrative Services in the Administration Office located at 1990 Heath Street, Waterloo, Iowa. The security logs are used in crime statistics reporting as well.

Campus Policies for Emergency Response

Emergency Response Procedures

The College has an emergency management plan designed to ensure there is a timely and effective response in the event of a significant emergency or dangerous situation occurring on campus involving an immediate threat to the health or safety of members of the campus community. Such situations include, but are not limited to: tornadoes, bomb threats, chemical spills, disease outbreaks, or armed intruders. Through the Director of Security, the College has communicated with local police requesting their cooperation in informing the College about situations reported to them that may warrant an emergency response. Students, staff and visitors are encouraged to notify Campus Security of any situation that poses such a threat.

The Chancellor or his/her designee will access available sources of information from campus administrative staff and local authorities to confirm the existence of the danger. The Chancellor or his/her designee will be responsible for initiating the College’s response and for marshaling the appropriate local emergency response authorities for assistance. Depending on the nature of the emergency, other College departments may be involved in the confirmation process.

Once the emergency is confirmed, the College community, or appropriate segments of it, will be notified. The Director Student Services or the Director of Business & Administrative Services in collaboration with other appropriate personnel, will determine who should be notified and will, without delay, and taking into account the safety of the community, determine the content of the notification and direct initiation of 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. Depending on the segments of the campus the notification will target, the content of the notification may differ. When appropriate, the content of the notification will be determined in consultation with local authorities. Also as appropriate, the notification will give guidance as to whether its recipients should shelter in place or evacuate their location.

The Director Student Services or the Director of Business & Administrative Services will direct the issuance of emergency notifications, which will be accomplished using one or more of the following means, depending on the nature of the threat and the segment of the campus community being threatened:

- ConnectEd Emergency Alert system
• Internal campus building intercom system

The College will utilize the institution’s website and local media outlets to disseminate emergency information to the larger community; that is those outside of the campus community.

The College tests its emergency response and evacuation procedures at least twice a year. Also, at various times the Emergency Management Team will meet to train and test and evaluate the College’s emergency response plan. The Allen Safety Director maintains a record of these tests and training exercises, including a description of them, the dates and times they were held and an indication of whether they were announced or unannounced. In connection with at least one such test, the College will distribute to its students and employees information to remind them of the College’s emergency response and evacuation procedures.

Timely Warnings

In the event of criminal activity occurring either on campus or off campus that in the judgment of the Chancellor or his/her designee constitutes a serious or continuing threat, a campus-wide “timely warning” will be issued. Examples would be a rash of motor vehicle thefts or sexual assaults in the area that merit a warning because they present a continuing threat to the campus community. This warning will be communicated to students and employees by email and text messaging and the security Facebook page. Updates to the warnings will be provided as appropriate.

Timely warnings are issued to the College community through the Allen College website or other forms of announcement (general publications, e-mail, text or telephone call, etc.). The campus community is also informed of crimes reported to Allen College by other campus security authorities and/or local police agencies.

The College has communicated with local law enforcement departments requesting their cooperation in informing the College about situations reported to them that may warrant issuing a timely warning. Anyone else with information warranting a timely warning should immediately report the circumstances to Campus Security.

Sex Offenders

Allen College understands the serious threat caused by repeated sexual predators. Furthermore, Allen College supports the effort to fight gender-based violence and sexual crimes in our community. One important part of the effort is giving students, staff and faculty the information to make intelligent decisions about their own safety. One source of information is Iowa Sex Offender Registry, a listing of all persons convicted of sexual crimes who are considered most likely to commit future sexual crimes.

The Federal Campus Sex Crimes Prevention Act, which became effective October 28, 2002, requires Allen College to inform the campus community where to find information on registered sex offenders.

Iowa’s Sex Offender Law
Iowa’s sex offender law sets out a variety of sexual crimes that, if a person is convicted, require evaluation of the convicted person as a sex offender. The sex offender evaluation rates the sex offender to their propensity to re-offend or commit continued sexual crimes. If a person is considered "at-risk" to re-offend, then the Iowa Division of Criminal Investigation will list the name of the offender on the Public Sex Offender Database (www.IowaSexOffender.com). Please be advised that not all Iowa sex offenders are on the database list.

Search the Iowa Sex Offender Registry
Read the Iowa Sex Offender law

Security Awareness Programs

Allen College seeks to enhance the security of its campus and the members of the campus community by periodically presenting educational programs to inform students and employees about campus security procedures and practices, to encourage students and employees to be responsible for their own security and the security of others and to inform them about the prevention of crimes. A description of those programs and their frequency of presentation follows.

Allen College offers Net Learning modules which are on line training courses that require a certain percentage for passing. These required modules for our students, faculty and staff relate to patient and personal safety, infection control, compliance, and many other topics in healthcare. The Net Learning modules are required annually and the student modules are listed below. Self-defense courses are offered as needed on campus as well.

- Body Mechanics 2014
- Communication Forum 2014
- Drug & Alcohol Awareness FA10
- Emergency Safety: What You Need to Know 2014 (v1)
- Infection Control Part 1 2014 (v1)
- Infection Control Part 2 2014 (v1)
- Patient Safety Part 2: Clinical Care Providers 2014 (v1)
- Privacy & Information Security 2013 (rev 2014)

On Campus Housing Access

Alumni Hall Suites

The Alumni Hall Suites facility is accessible by keys issued only to residents and authorized college personnel and has monitored alarm systems for residents in all suites and the common area. Parking lots for all buildings are well lighted and patrolled by security. Security patrols are provided on foot and by vehicle. Maintenance personnel are in uniform with appropriate identification and do not access the Alumni Hall Suites without appropriate reason or need to do so.

Missing Student Notification
Anyone who suspects that an Allen College student who resides in on campus housing is missing should immediately contact Allen College Director of Business & Administrative Services at 319-226-2012, or the Allen Director of Security at 319-235-3869. The Director of Business, in conjunction with Allen Security will begin an investigation in order to determine whether the student is missing. Once Allen Security investigates and determines that the student has been missing for more than 24 hours, Allen College will notify other local law enforcement agencies and the student’s emergency contact within 24 hours after the student is determined to be missing. Contacts to local law enforcement agencies will be made whether or not the missing student has designated a contact person.

Allen College requests all new students residing in the Allen Suites at Alumni Hall, a College owned on-campus residence, provide emergency contact information on a voluntary basis. Students living in on-campus housing may change this contact person on file at any time. In addition, students may register a confidential contact to be notified in the event the student is determined to be missing. Any contact person the student has designated will also be contacted within 24 hours after the student is determined to be missing. Information on the confidential contact will be accessible only to authorized College personnel and will not be disclosed, except to law enforcement personnel in furtherance of a missing person investigation.

Allen College will notify the designated contact(s) within 24 hours after the student is determined to be missing. Additionally, the College will notify local law enforcement agencies within 24 hours of the determination that the student is missing, unless a local law enforcement agency is the entity that determines the student is missing.

If a student is under the age of 18 and not emancipated, Allen College must notify a custodial parent or guardian within 24 hours of the determination that the student is missing, in addition to notifying any additional contact person designated by the student.

**Academic and Administrative Buildings Access**

**Winter Hall, Gerard Hall and Barrett Forum**

These three buildings are generally open to the public between 7:30 a.m. – 4:30 p.m. Monday – Friday, excluding holidays and posted closures. However, building hours may vary with class schedules and special events. Both buildings are locked and secured via a monitored alarm system during non-business hours generally after 9:00 p.m. or when classes end, whichever is earlier. The Barrett Forum computer lab is open seven days a week, 24 hours a day, but access is only available with a current and active student ID badge. Parking lots for all buildings are well lighted and patrolled by security. Security patrols are provided on foot and by vehicle. Both buildings and the parking lots are equipped with security surveillance cameras.

**Security Considerations in Facility Maintenance**

The Director of Business & Administrative Services and the Security Department work with the Plant Services Department to identify needs on the campus when maintaining campus facilities. They do safety checks to identify street or safety lights that are not working, or shrubs or other landscaping that might need trimming.
Drug Free/Smoke Free Environment Policy

Allen College, in compliance with the Drug-Free Schools and Campuses requirements, prohibits the use, possession or delivery of alcohol, illegal drugs and other controlled substances in the work/school setting. Furthermore, Allen College prohibits the unauthorized use, possession or delivery of prescription drugs or medications in the work/school setting. The Surgeon General has determined that cigarette smoking and use of tobacco products are dangerous to your health. Therefore, smoking and the use of tobacco products is not permitted on the college or hospital campus including building entrances and parking lots. Students are subject to disciplinary action by both Allen College and Allen Memorial Hospital, as a part of the campus, for infractions of these policies. Detailed information on Drug Free School and Campus requirements is given to all students.

Substance Abuse and Prevention Policy

It is the intent of Allen College to maintain a drug-free, healthy, safe and secure educational environment. The College enforces state underage drinking laws and state and federal drug laws.

Allen College prohibits the purchase, possession, use or abuse, sale, distribution or manufacturing of any controlled substance on campus. Any student bringing non-prescribed medications of illegal drugs or alcoholic beverages to the campus, using these illegal substances on the grounds, or dispensing, manufacturing or selling them on the premises may be subject to legal as well as disciplinary action up to and including immediate dismissal from the College.

A substance abuse prevention program is provided in an effort to educate students about substance abuse. All incoming students receive written content relating to substance abuse. Allen College recognizes chemical dependency as an illness and a major health problem. Substance abuse is a potential health, safety and security concern.

Allen College will notify or disclose to parents or guardians information regarding any violation of federal, state or local law dealing with the use and/or possession of alcohol and/or controlled substances in accordance with the provisions of applicable laws.

Alcohol and Drug Abuse Education Programs

The College provides educational programs that provide information on the penalties for violating state and federal drug and alcohol laws, the physical effects of alcohol and drug abuse and the resources and services available for counseling and rehabilitation. That information may be obtained through the alcohol and drug abuse net learning modules at https://lms.netlearning.com/mynetlearning/IHSALLENMEM

Policy and Procedures Related to the Offenses of Domestic Violence, Dating Violence, Sexual Assault and Stalking

Allen College strives to provide an educational and work environment that is free from conduct that can be construed as intimidation, harassment, discrimination, or sexual violence. Other
forms of misconduct that are also prohibited, whether sexually based or not, include dating violence, domestic violence, and stalking.

The College issues this statement of policy to inform the community of our plan of addressing these acts of misconduct when it is reported to College officials, whether the incident occurs on or off campus. Often such misconduct can also violate the College’s Title IX policy prohibiting sex discrimination (including sexual harassment and sexual violence) in its educational programs and activities. A full statement of that policy and its procedures may be found at: http://www.allencollege.edu/images/pdf/Policies/AC2-S-800-04.pdf

Educational Programs to Promote Awareness and Prevention of These Offenses:

The following definitions apply within the state of Iowa:

**Sexual abuse** Section 709.1

Any sex act between persons is sexual abuse by either of the persons when the act is performed with the other person in any of the following circumstances:

1. The act is done by force or against the will of the other. If the consent or acquiescence of the other is procured by threats of violence toward any person or if the act is done while the other is under the influence of a drug inducing sleep or is otherwise in a state of unconsciousness, the act is done against the will of the other.
2. Such other person is suffering from a mental defect or incapacity which precludes giving consent, or lacks the mental capacity to know the right and wrong of conduct in sexual matters.

**Consent:** Consent is not separately defined in Iowa statutes. But see above for circumstances in which consent will be deemed not to have been given.

**Domestic Abuse/Violence** Section 236.2

For purposes of this chapter, unless a different meaning is clearly indicated by the context:

2. “Domestic abuse” means committing assault under any of the following circumstances:

a. The assault is between family or household members who resided together at the time of the assault.

b. The assault is between separated spouses or persons divorced from each other and not residing together at the time of the assault.

c. The assault is between persons who are parents of the same minor child, regardless of whether they have been married or have lived together at any time.

d. The assault is between persons who have been family or household members residing together within the past year and are not residing together at the time of the assault.
e. (1) The assault is between persons who are in an intimate relationship or have been in an intimate relationship and have had contact within the past year of the assault. In determining whether persons are or have been in an intimate relationship, the court may consider the following nonexclusive list of factors:

   (a) The duration of the relationship.
   (b) The frequency of interaction.
   (c) Whether the relationship has been terminated.
   (d) The nature of the relationship, characterized by either party’s expectation of sexual or romantic involvement.

(2) A person may be involved in an intimate relationship with more than one person at a time.

3. “Family or household members” means spouses, persons cohabiting, parents, or other persons related by consanguinity or affinity. “Family or household members” does not include children under age eighteen of persons listed in paragraph “a”.

4. “Intimate relationship” means a significant romantic involvement that need not include sexual involvement. An intimate relationship does not include casual social relationships or associations in a business or professional capacity.

**Dating Violence**: Dating violence is not separately defined in Iowa statutes, but see the definition above for Domestic Abuse. In some circumstances, an instance of dating violence could constitute Domestic Abuse under Iowa law, depending on the nature of the dating relationship.

**Stalking.** Section 708.11

1. As used in this section, unless the context otherwise requires:
   a. “Accompanying offense” means any public offense committed as part of the course of conduct engaged in while committing the offense of stalking.
   b. “Course of conduct” means repeatedly maintaining a visual or physical proximity to a person without legitimate purpose or repeatedly conveying oral or written threats, threats implied by conduct, or a combination thereof, directed at or toward a person.
   c. “Immediate family member” means a spouse, parent, child, sibling, or any other person who regularly resides in the household of a specific person, or who within the prior six months regularly resided in the household of a specific person.
   d. “Repeatedly” means on two or more occasions.

2. A person commits stalking when all of the following occur:
   a. The person purposefully engages in a course of conduct directed at a specific person that would cause a reasonable person to fear bodily injury to, or the death of, that specific person or a member of the specific person’s immediate family.
   b. The person has knowledge or should have knowledge that the specific person will be placed in reasonable fear of bodily injury to, or the death of, that specific person or a member of the specific person’s immediate family by the course of conduct.
   c. The person’s course of conduct induces fear in the specific person of bodily injury to, or the death of, the specific person or a member of the specific person’s immediate family.
The College is developing primary prevention and awareness programs for new students and employees.

The College is also developing ongoing prevention and awareness campaigns for all students and employees. These programs will serve as a refresher for the information provided in the primary prevention and awareness programs.

**Restraining Orders**

Any student or employee who has a restraining order, order of protection, no contact order or any other such order issued by any court or the College against another individual (whether or not that individual is also a student or employee of the College) is highly encouraged to notify a campus security authority of the threat and to provide a copy of the restraining order so that it can be kept on file with the Security Department and can be enforced, if necessary.

**Procedures to Follow if You are a Victim of a Sex Offense:**

If you are a victim of a sexual assault, go to a safe place and call 911 or Campus Security at 319-235-3869. You should also contact the College’s Title IX Coordinator, the Vice Chancellor of Academic Affairs, at 319-226-2040. The College will protect the confidentiality of victims to the extent permitted by law, to include not including identifying information about the victim in publicly available records.

Victims will be notified in writing of the procedures they are to follow, including:

- The importance of preserving evidence that may be necessary to prove the offense in a criminal proceeding or disciplinary action or may be helpful in obtaining a protection order. Therefore, victims should follow these guidelines:
  - Do not remove clothing items worn during or following an assault, as they frequently contain valuable fiber, hair, and fluid evidence.
  - Don’t bathe or wash, or otherwise clean the environment in which the assault occurred.
  - Save any electronic communications from the perpetrator of the offense. Options for pressing charges can be deferred, if you will go to the local hospital emergency room and ask for an exam and for evidence of the sexual assault to be collected and sealed.

- To whom and how the alleged offense should be reported.

- The following options regarding notification to law enforcement:
  - To notify either on-campus Security personnel or local law enforcement;
  - To be assisted by a campus security authority in notifying law enforcement if the victim so chooses; or
  - To decline to notify such authorities.

The College also will provide written notification to victims about options for, and available assistance in, changing academic, living, transportation, and working situations. If victims request these accommodations and they are reasonably available they will be provided,
regardless of whether the victim chooses to report the crime to campus security or local law enforcement. The College will keep information about these accommodations and any similar protective measures confidential to the extent that maintaining confidentiality would not impair the College's ability to provide them.

## Campus and Community Sexual Abuse Area Resources

Victims will be provided written notification about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration, and other services available to them, both within the College and in the surrounding community.

This list is meant to be a guide, is not all-inclusive and is subject to change

<table>
<thead>
<tr>
<th><strong>Legal/Judicial Services</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Allen Security</td>
<td>To report sexual abuse if the assault occurred on campus. Filing a report is necessary but does not constitute filing charges or pursuing prosecution, but would initiate an investigation of the assault.</td>
</tr>
<tr>
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<td>To report sexual abuse if the assault occurred on campus. Filing a report is necessary but does not constitute filing charges or pursuing prosecution, but would initiate an investigation of the assault.</td>
</tr>
<tr>
<td>Waterloo Police Department</td>
<td>To report sexual abuse that occurred in Waterloo. Reporting is not the same as filing charges, but would initiate an investigation of the assault.</td>
</tr>
<tr>
<td>Cedar Falls Police Department</td>
<td>To report sexual abuse that occurred in Cedar Falls. Reporting is not the same as filing charges, but would initiate an investigation of the assault.</td>
</tr>
<tr>
<td>Waverly Falls Police Department</td>
<td>To report sexual abuse that occurred in Waverly. Reporting is not the same as filing charges, but would initiate an investigation of the assault.</td>
</tr>
<tr>
<td>Black Hawk County Sheriff’s Department</td>
<td>Review cases and make a determination of prosecution of sexual abuse/assault cases that occurred within their jurisdiction.</td>
</tr>
<tr>
<td>Bremer County Sheriff’s Department</td>
<td>Review cases and make a determination of prosecution of sexual abuse/assault cases that occurred within their jurisdiction.</td>
</tr>
<tr>
<td>Black Hawk County Attorney's Office</td>
<td>Review cases and make a determination of prosecution of sexual abuse/assault cases that occurred within their jurisdiction.</td>
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</tr>
<tr>
<td>Allen College Administration Office,</td>
<td>To file a College complaint if the perpetrator is a student. A victim/survivor can simultaneously pursue criminal prosecution and College disciplinary sanctions against the perpetrator(s).</td>
</tr>
<tr>
<td>Academic Affairs Office, or Student</td>
<td>To file a College complaint if the perpetrator is a student. A victim/survivor can simultaneously pursue criminal prosecution and College disciplinary sanctions against the perpetrator(s).</td>
</tr>
<tr>
<td>Services Office</td>
<td>To file a College complaint if the perpetrator is a student. A victim/survivor can simultaneously pursue criminal prosecution and College disciplinary sanctions against the perpetrator(s).</td>
</tr>
<tr>
<td>Psychological Services</td>
<td>Counseling and referral services are available to Allen College students and employees.</td>
</tr>
<tr>
<td>UnityPoint Health - Waterloo EAP</td>
<td>Counseling and referral services are available to Allen College students and employees.</td>
</tr>
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</tr>
</tbody>
</table>
Cedar Valley Friend of the Family
24 Hour Crisis Line (319) 352-1108

Offers services dealing with domestic violence and sexual assault. Telephone support offered for any type of problem, also offered through collect calls. Victims’ name not necessary. Advocacy services are in conjunction with a medical exam and/or legal proceedings.

Grundy Center Seeds of Hope
804 First Street
Grundy Center, IA 50638
(319) 824-5522
Toll Free Crisis Line: (888) 746-HOPE
Hardin County Location
1201 14th Ave
Eldora, IA 50627
(515) 939-8186
Toll Free: (800) 859-3048 Ext. 371

24-hour crisis line, 24-hour rape/sexual assault medical, legal and court advocacy, individual counseling, support groups, emergency cellular phone loan program, transportation to medical and counseling appointments as needed, training, community education and prevention services.

Blackhawk-Grundy Mental Health Center Inc.
3251 W 9th St
Waterloo, IA 50702
(319) 234-2893

Individual and family counseling services. Eligibility for counseling services is based upon county eligibility guidelines, managed care and/or insurance requirements. Services are provided on a sliding fee scale based upon income.

Medical Services

UnityPoint Health – Waterloo (Allen Memorial Hospital)
(319) 235-9341
1825 Logan Avenue
Waterloo, IA 50703
www.unitypoint.org

24-Hour emergency medical services and examinations for evidence using a rape kit. Located adjacent to Allen College campus.

Sartori Memorial Hospital
(319) 268-3000
515 College Street
Cedar Falls, IA 50613
www.wheatoniowa.org/locations/sartori-memorial-hospital/

24-Hour emergency medical services and examinations for evidence using a rape kit. Close to UNI campus.

UnityPoint – Waterloo, Allen Women's Health Center
(319) 235-5090
233 Vold Drive
Waterloo, IA 50703

Provides reproductive health care for the women of Northeast Iowa. The Center receives Title V Maternal Health, Title X Family Planning from the Iowa Department of Public Health for Black Hawk, Bremer, Buchanan, and Grundy county service areas. In addition, Adolescent Pregnancy Prevention funds are received from the Iowa Department of Human Services. The Women’s Health Center is known area wide for providing health services for women of all income levels and ages.
<table>
<thead>
<tr>
<th><strong>Services</strong></th>
<th><strong>Details</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Waverly Health Center</strong>&lt;br&gt;(319) 352-4120&lt;br&gt;312 9th Street&lt;br&gt;Waverly, IA 50677</td>
<td>24-Hour emergency medical services and examinations for evidence using a rape kit. Close to Wartburg campus.</td>
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<td><strong>Black Hawk County Sexually Transmitted Disease Clinic</strong>&lt;br&gt;1497 Independence Ave.&lt;br&gt;Waterloo, IA 50703&lt;br&gt;(319) 291-2413</td>
<td>Free, confidential sexually transmitted disease testing and treatment, anonymous HIV antibody testing. No appointment necessary. Please phone for clinic hours.</td>
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<td><strong>Religious / Spiritual Services</strong></td>
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<td><strong>Allen Memorial Hospital Spiritual Care</strong>&lt;br&gt;(319) 235-3694 After Hours (319) 235-6344&lt;br&gt;1825 Logan Avenue&lt;br&gt;Waterloo, IA 50703</td>
<td>Spiritual counseling available.</td>
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<td><strong>Wartburg College Ministry Services</strong>&lt;br&gt;(319) 352-8217&lt;br&gt;222 9th Street&lt;br&gt;Waverly, IA 50677</td>
<td>Spiritual counseling available.</td>
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<td><strong>UNI Campus Ministries are listed in the UNI telephone directory.</strong>&lt;br&gt;(319) 273-2311 for assistance in locating a specific denomination</td>
<td>Spiritual counseling available.</td>
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<td><strong>Financial Services</strong></td>
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<td><strong>Crime Victim Compensation Program</strong>&lt;br&gt;(800) 373-5044 or (515) 281-5044</td>
<td>Reimbursement for cost of sexual assault evidence collection (&quot;rape kit&quot; exam). Will reimburse for other crime-related expenses (e.g. lost wages, medical /counseling costs) under certain conditions.</td>
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<td><strong>Education/Advocacy Services</strong></td>
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<td><strong>UNI Phoenix Center</strong>&lt;br&gt;(319) 273-SAFE (7233)&lt;br&gt;104 Wellness/Recreation Center&lt;br&gt;Cedar Falls, IA 50613</td>
<td>Counseling, medical &amp; legal referrals, safe housing arrangements, assistance with academic concerns (e.g. coursework extensions, excused absences, reduced course loads), meeting accompaniment, initiation of No Contact and/or No Trespass orders. Coordination of campus-wide prevention efforts.</td>
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<tr>
<td><strong>Crime Victim Witness Assistance Program Black Hawk Co. Attorney's Office</strong>&lt;br&gt;(319) 833-3001</td>
<td>Information regarding victim's rights and assistance in trial preparation, in obtaining restitution and in reclaiming property held as evidence. Referral assistance and accompaniment to court (if desired).</td>
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<tr>
<td><strong>Iowa Sexual Abuse Hotline</strong>&lt;br&gt;(800) 284-7821</td>
<td>The Iowa Sexual Abuse Hotline is a 24-hour line providing support, information and referral services to survivors of sexual abuse, significant others, and individuals seeking information and referral. All services are confidential, free of charge and available to women, men and</td>
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children. The Iowa Sexual Abuse Hotline assists callers in accessing local resources such as sexual assault and domestic violence centers, shelters, law enforcement agencies, hospitals, county attorney offices, and other counseling services.

Riverview Center
(888) 557-0310
24 hour sexual assault crisis and support line

Waypoint Services
(800) 208-0388
24-hour relationship violence crisis and support line

Disciplinary Action Policy

Allegations of domestic violence, dating violence, sexual assault or stalking will be processed through the appropriate College disciplinary system. The student Disciplinary action policy can be found at SOP 2-D-100-01.

Both the victim and the individual accused of the offense are entitled to:

- A prompt, fair and impartial investigation and resolution, with any extension of time frames being only for good cause and upon written notice to both parties of the delay and the reason for it.
- A hearing conducted by officials who do not have a conflict of interest or bias for or against either party and who at a minimum receive annual training on the issues related to domestic violence, dating violence, sexual assault and stalking and on how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.
- Timely notice of meetings at which one or the other or both may be present and timely access to information that will be used after the fact-finding investigation but during any informal or formal disciplinary meeting or hearing.
- The same opportunities to have others present during any disciplinary hearing, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice. The College may not limit the choice of advisor, but may establish limits regarding the extent to which that advisor may participate in the proceeding, as long as those limits apply equally to both parties.
- Have the outcome determined by a majority vote of an impartial panel using a preponderance-of-the-evidence standard based on the totality of the evidence presented.
- Simultaneous, written notification of the outcome of the proceeding, any procedures for either party to appeal the result, any change to the result and when the result becomes final.

Sanctions and Protective Orders

Following a final determination in the College’s disciplinary proceeding that an offense of domestic violence, dating violence, sexual assault or stalking has been committed, the College
may impose penalties depending on the mitigating and aggravating circumstances involved. They include: written warning, probation, suspension, dismissal and/or discretionary sanctions. "Discretionary sanctions" generally require a student to provide a specific service, participate in a specific program, receive specific instruction, or to complete a specific assignment. Discretionary sanctions can include mandatory referrals for counseling and/or for a mental health assessment.

Victims to Receive Written Notification of Rights:

When a student or employee reports to the College that he or she has been a victim of domestic violence, dating violence, sexual assault, or stalking, whether the offense occurred on or off campus, the College will provide the student or employee a written explanation of his or her rights and options as described in the paragraphs above.

Prohibition against Retaliation:

It is contrary to College policy for anyone to retaliate, intimidate, threaten, coerce or otherwise discriminate against persons exercising their rights or responsibilities under these policies or the Clery Act. Anyone experiencing such treatment or observing it should report that information in the same manner as reporting any act of misconduct.

Crime Statistics

Allen College is required by the Student Right-to-Know and Campus Security Act of 1990 to collect, publish and distribute information concerning campus security and criminal actions on campus. This information is/will be provided to all current students and employees, and applicants for enrollment or employment upon request. Please access the Allen College website for a printable version of this report and the crime statistics table for the last three reportable calendar years of comparative reportable crime rates at:

### Allen College Crime Statistics Reporting by Year

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Fire Safety Systems for On-Campus Housing

The Allen Suites at Alumni Hall have smoke detectors and sprinkler systems installed and a Fire Alarm Control Panel. There are smoke detectors in each student room and in the common areas. These are connected to the central alarm system which is connected to the Waterloo Fire Department dispatch. False Alarms are not able to be silenced, so all fire alarms are responded to regardless of degree of emergency. The Allen Health System Maintenance Department is contacted by the alarm company and responds to all alarms. Only Maintenance can silence and reset the fire alarm panel for safety purposes. The Allen College Director of Business & Administrative Services is contacted by the alarm company for all alarms for follow up with the residents, maintenance and if necessary, local authorities.

On-Campus Housing Fire Safety Rules and Fire Drills

Allen Suites does not allow the use of tobacco products anywhere in or on the premises and the use of candles or halogen lights is not permitted. Additionally, the Waterloo City Fire Marshal does annual life safety inspections of all Allen Health System properties, including the Allen Suites.

Two fire drills were performed in 2013, one each semester for on-campus housing. Fire safety classes are held for all students through the hospital, but each fall one class is performed for the Allen Suites residents by the Allen Safety Officer. This safety class includes fire extinguisher training and discusses evacuation of the suites, which is easily attainable due to its single level structure. Students are instructed to use safety and prevention techniques including PASS for extinguishing small fires (Pull, Aim, Squeeze, Sweep) and to RACE (Remove persons from immediate danger, Activate fire alarm, Confine smoke (close doors/windows), Extinguish or evacuate if necessary). Once all students are out of the suites, they are instructed to meet in the parking lot at Allen College for headcount and to contact the Resident Assistant and Director of Business & Administrative Services immediately. The Waterloo Fire Department is ½ a block away from the suites, so fire department response is immediate. The Director of Business & Administrative Services is responsible for contacting the Allen College Chancellor and Allen Health System Safety Officer for follow up.

Allen College evacuates the campus in the event of a fire and the elevators are not to be used. Fire safety training is available to all College Faculty and Staff and select persons including key faculty, clerical staff and environmental services staff receive the training. All receive on line training annually as part of the Health System requirements.

Fire Log

The fire safety logs are maintained by the alarm company and hard copies are available to the College upon request. An annual log of the previous year is used for fire statistics reporting and is available upon request from the Director of Business & Administrative
Services in the Administration Office located at 1990 Heath Street, Waterloo, IA. All release of information is subject to federal and state restrictions and in accordance with Chapter 22 of the Iowa Code.

**Plans for Future Improvement**

The College periodically reviews its fire safety systems and procedures to determine if any modifications or improvements are required. At this time, there are no plans for any future improvements in fire safety.
# Allen College Fire Safety Statistics Reporting by Year

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<td>Injuries</td>
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<tr>
<td>Related deaths</td>
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<tr>
<td>Property Damage Value</td>
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<td>$0 $0 $0</td>
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</table>

To obtain a printed copy of this Annual Security Report, contact:

Director of Business & Administrative Services located at 1990 Heath St., Waterloo, Iowa or 319-226-2012