

2017 ANNUAL SECURITY REPORT

Clery Act Crimes	2014	2015	2016
Criminal Offenses – criminal homicide, murder, non-negligent manslaughter man slaughter by negligence, sexual assault, rape, fondling, incest, statutory rape, robbery, aggravated assault, burglary, motor vehicle theft, arson.	0	0	0
Hate Crimes – any of the above mentioned offenses and any incidents of Larceny-Theft, Simple assault, intimidation or destruction/damage/ vandalism of property that were motivated by bias	0	0	0
VAWA Offenses – Any incidents of domestic violence, dating violence, stalking	0	0	0
Arrests & Referrals for Disciplinary Action for weapons – carrying, possessing, etc. Law violations, drug abuse violations and liquor law violations.	0	0	0

Emergency Warning Response and Evacuation: The health system administration will activate the appropriate emergency code upon notification/confirmation of the emergency or dangerous situation. All employees are notified of the emergency code and communicate to the students. The Director of the School or designee confirms the code with the hospital administration then immediately communicates to all students. All students and employees are educated to emergency and evacuation procedures upon hire and annually. In the case of a student identification of an emergency or dangerous situation they are to notify security or call 911. Evacuation of the school is to the hospital first floor lobby. In the absence of the Director the following school personnel in order may confirm the emergency code and communicate the code to the students: Administrative Assistant, Financial Aid Officer, or Faculty Member. All communication to the larger community is disseminated by the health system marketing and communications director or as directed by the corporate officers. At least annually the emergency response and evacuation procedures are tested, either announced or unannounced and may include coordination with other community responders. Following the emergency drill a thorough evaluation and analysis is completed for assessment of knowledge and learning needs, adequacy of equipment and supplies, coordination of resources and communication and capacity of the plan and system capabilities. Records of all emergency response drills are maintained by the health system.

Timely Warning: A warning is communicated to the students and employees when there is continuing danger to the campus community. The decision to activate the emergency warning code is made by health system administration and communicated as above. All students and employees are educated on the system upon hire and annually thereafter.

Reporting Criminal Actions or Emergencies on Campus: All students and employees are required to report any acts or threats of violence by contacting security, HR or their supervisor immediately. Anonymous reports may be made without fear of disciplinary action for any urgent patient safety or quality concern. An event report is completed in order to track details of the occurrences for statistical reporting and follow-up. Reports may be made confidentially if the student/ employee elect to do so. Actual or suspected abuse should be reported immediately to the supervisor.

Campus Security: All students and employees are required to wear hospital issued identification badges. The campus buildings are secured by badge swipe electronic access cards. Human Resources provide to

the employee/student at orientation and security programs the cards according to pre-established clearance levels for various access points. All maintenance personnel are employed by the health system and follow the same access process. All entrances to the building can be tracked. There are no onsite campus housing residences. Vendors and contracted maintenance personnel are required to complete a registration in Materials Management to verify their identity and credentials. A contracted vendor or maintenance worker is escorted by a hospital employee when working on campus. The health system provides security personnel for the school of nursing. The security staff have access to the school of Nursing building and make regular rounds, check exterior walk ways, lock and unlock doors and provide assistance if needed. Video surveillance is used inside and outside the facility to monitor activity. Local law enforcement is called as necessary.

Pastoral/ Professional Counseling and reporting of Crimes: do we have a policy?

Employee & Student Security Education Programs:

Education & Campaigns to promote the Awareness of dating violence, domestic violence, sexual assault and stalking is provided during hospital orientation and annually.

Sharon Regional Health System is firmly committed to the maintenance of a working environment free from all forms of sexual harassment of any employee or applicant for employment. Sexual harassment violates both the Health System policy and Title VII of the Civil Rights Act. It is neither permitted nor condoned. Any employee or applicant for employment, who feels sexually harassed, knows of or suspects the occurrence of sexual harassment, or desires counseling on coping with potential harassment is strongly urged and encouraged to contact the Vice President of Human Resources. Because of the sensitivity of sexual harassment issues, each case will be promptly and thoroughly investigated in the strictest confidence to determine whether sexual harassment has occurred. All investigations will be designed to protect the privacy of, and minimize suspicion toward all parties involved.

In the event you are a victim of a sexual assault; treatment is available in any Emergency Care Center. Policy and procedure for the treatment of a victim of sexual assault is available upon request. Every victim of sexual assault who is treated at Sharon Regional Health System Emergency Care Center is offered the services of A.W.A.R.E., which offers education, support and counseling.

According to Pennsylvania Law (18, P.S. Section 5106) notification of the police must be made in cases in which there is physical abuse and in which the suspected victim claims sexual assault.

Acts of violence by an employee/student against co-workers, patients, visitors, or any other persons on facility premises are prohibited. Weapons may not be on the premises or in facility owned vehicles; an exception exists for legal weapons if they are properly stored and locked within a privately owned vehicle. Any visitor observed to have a weapon on facility premises, except for law enforcement officers acting in their official capacity, should be reported to management immediately.

Orientation and annual education covers campus safety and security practices: wear ID badge, contact security for those without employee or visitor badges, lock personal articles in locker, desk or other

secured area. Do not leave purse or other valuables visible in your car. Walk to car in groups or request security escort.

Orientation and annual education covers prevention of workplace violence so all employees and students are aware of situations that may escalate into violence, identify and reduce the likelihood of escalation. All employees and students are required to notify their supervisor, security or HR of any acts or threats of violence occurring on the premises.

Security codes are activated to summon specially trained personnel to assist and intervene in crisis situations for violence.

Student Organizations with non-campus locations: not applicable, we do not have any of these.

Possession, use and sale of alcoholic beverages and enforcement of State underage drinking laws and the possession, sale and use of illegal drugs and enforcement of Federal and State drug laws: The health system follows a drug and alcohol free work place policy that includes enforcement of underage drinking laws, state and federal drug laws. Drug and alcohol abuse education programs are available to all students and employees. The manufacture, possession, use, sale, distribution, dispensation, receipt or transportation of any drug other than as required of an employee to complete job-related duties is prohibited. The consumption of alcohol, being under the influence of substance or having metabolites in ones' body during work time or while on facility business except for legal prescription medication prescribed to the employee and taken as prescribed, that does not impair the employee are prohibited.

Disciplinary Proceeding Results for Violent Crime or Non-Forcible Sex Offense Citation: Any employee found to have violated Sharon Regional Health System's policy against sexual harassment will be subject immediately to appropriate disciplinary action, including possible temporary suspension or termination depending on severity of the offense. By enforcing this policy, we will preserve the right of every employee and applicant for employment to enjoy a work place free from sexual harassment.

The institution will disclose to the alleged victim of a crime of violence, the report on the results of any disciplinary proceeding conducted by the institution 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 shall be treated as the alleged victim. The disclosure is made only upon written request and both the accused and the accuser are notified at the same time. In disciplinary cases from allegations of dating violence, domestic violence, sexual assault or stalking the victim does not need to make a written request.

We do not issue orders of protection however may offer the student or employee an alternate work location, schedule or assignment to comply with the order as directed by legal counsel, when we are informed of the order of protection by the student or employee.

Confidentiality of victims and other parties including completion of publicly available recordkeeping, including Clery Act reporting and disclosures, without inclusion of personally identifying information about the victim is maintained. Any accommodations or protective measures provided to the victim, to

the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

Contact information for existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and other services available for victims, both within the institution and in the community is available by contacting Human Resources at 724 983 5657. When when a student or employee reports to the institution that the student or employee has been a victim of dating violence, domestic violence, sexual assault or stalking whether the offense occurred on or off campus, the institution will provide the student a written explanation of the student's or employee's right and options.

The Code of Conduct Policy will be followed for disciplinary proceedings. The standard of evidence used will be decided by local law enforcement. Information concerning registered sex offenders may be obtained @ <https://www.nsopw.gov>.