

# COMPLIANCE NOTES:

## Your Mandatory Reporter Role

### I HAVE RECEIVED A REPORT. WHAT DO I DO?

#### A Mandatory Reporter who receives information concerning an incident of Prohibited Conduct **MUST**:

1. Assist the Complainant with obtaining medical assistance (if needed or requested) or accessing other on- or off-campus resources (if requested);
2. Encourage the Complainant to report the incident to law enforcement and assist the Complainant in contacting law enforcement if requested by the Complainant; and
3. Report the incident to the Title IX Coordinator or a Deputy Title IX Coordinator no later than 48 hours after receiving the report.

#### A Mandatory Reporter who receives information from a Complainant concerning an incident of Prohibited Conduct **SHOULD**:

1. Provide emotional support to the Complainant;
2. Encourage the Complainant to preserve any physical evidence (e.g., if possible, the Complainant should not shower, bathe, douche, change clothes, brush his/her teeth, or comb his/her hair);
3. Inform the Complainant that as a Mandatory Reporter, you will be reporting the incident to the Title IX Coordinator or a Deputy Title IX Coordinator, one of whom (or their designee) will be contacting the Complainant to provide further guidance and assistance;
4. Advise the complainant about “confidential resources” available on campus and in the community where the information shared is confidential; and
5. Provide a Complainant with a copy of UT Health Science Center’s Sexual Misconduct and Relationship Violence Policy ( available at [uthsc.edu/access-compliance/documents/title-ix-policy.pdf](https://uthsc.edu/access-compliance/documents/title-ix-policy.pdf) ) or another written publication approved by the Title IX Coordinator.

#### A Mandatory Reporter who receives notice of an incident of Prohibited Conduct **MUST NOT**

1. Guarantee to a Complainant that the Mandatory Reporter will keep information confidential;
2. Share information about the incident with a person who does not have a UT Health Science Center-related need to know;
3. Share personally identifiable information about the incident with law enforcement (including UT Health Science Center PD) without the Complainant’s consent; and/or
4. Investigate or otherwise attempt to resolve reports of Prohibited Conduct without the approval of the Title IX Coordinator (this provision does not apply to UT Health Science Center PD).

### APPLICABLE FEDERAL LAWS

- Title IX of the Education Amendments of 1972
- Violence Against Women Act (VAWA)
- Campus SaVE Act
- Title IV, Title VI, and VII of the Civil Rights Act of 1964

The University of Tennessee Health Science Center is committed to creating and maintaining a learning, living, and working environment free from all forms of sexual misconduct and relationship violence, including sexual assault, sexual harassment, dating violence, domestic violence, and stalking.

#### Office of Access and Compliance

920 Madison, Suite 825  
Memphis, TN 38163  
oac-hsc@uthsc.edu  
t 901.448.2112  
f 901.448.1120

[uthsc.edu/oac](https://uthsc.edu/oac)

#### Telecommunications Device for the Deaf

t 901.448.7382



THE UNIVERSITY OF  
TENNESSEE  
HEALTH SCIENCE CENTER.

ACCESS AND COMPLIANCE

## REPORT COMPLAINTS OF SEXUAL MISCONDUCT TO ANY OF THE FOLLOWING:

**Michael Alston, EdD**

**Title IX Coordinator**

901.448.2133 (direct) | malston1@uthsc.edu

**Valarie Fleming, PhD**

**Deputy Title IX Coordinator for Faculty**

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**Deputy Title IX Coordinator for Staff**

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**Captain Joanne Morrow**

**Deputy Title IX Coordinator for Clery**

**Compliance**

901.448.5679 | jmorrow9@uthsc.edu

**Will Ross, MA**

**Deputy Title IX Coordinator of Students**

901.448.1646 | wross12@uthsc.edu

**TBA**

**Deputy Title IX Coordinator**

**for International Programs**

**Wesley Byerly, PharmD**

**Deputy Title IX Coordinator for Research**

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**Amanda Wilson, MBA**

**Deputy Title IX Coordinator**

**for GME Knoxville**

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**Chris Trabue, MD, FACP**

**Deputy Title IX Coordinator**

**for GME Nashville**

615.284.2522 | chris.trabue@ascension.org

**Crystal Maddox, MPA**

**Deputy Title IX Coordinator**

**for GME Chattanooga**

423.778.6956 | crystal.maddox@erlangers.org

**Campus Police**

Available 24/7 in cases of sexual assault

901.448.4444

**Lucy White, MEd, LPC-MHSP**

**Counselor for GME Chattanooga**

423.778.9420 | lucy.white@erlangers.org

### CONFIDENTIAL CONTACT OPTIONS:

**University Health Services**

901.448.5630, 8:00 am – 5:00 pm (M – F)

901.541.5654, After Hours, 24/7

**Student Assistance Program**

800.327.2255 (Option 3) 24/7

**Employee Assistance Program**

855.437.3486

**Student Counseling Services**

901.448.5056 | coun@uthsc.edu

uthsc.edu/studentsuccess/academic-

success/resources/counseling.php

**Ombuds Services**

**Joan R. Rentsch, PhD**

jrentsch@utmck.edu | 865.250.7533

GSM only

**Melody Cunningham, MD**

mcunni16@uthsc.edu | 406.493.7279

all CoM sites

Title IX is the federal protection against sexual harassment and gender discrimination in any education program or activity. UT Health Science Center's Sexual Misconduct and Sexual Harassment Policies reflect the University's observance of this law:

## POLICY ON SEXUAL HARASSMENT, SEXUAL ASSAULT, DATING VIOLENCE, DOMESTIC VIOLENCE, AND STALKING

The University of Tennessee Health Science Center is committed to creating and maintaining a learning, living, and working environment free from all forms of Sex Discrimination, including Sexual Misconduct and Relationship Violence. Sexual Misconduct and Relationship Violence will not be tolerated and will be grounds for disciplinary action up to, and including, permanent dismissal from the University and termination of employment.

( **POLICY:** [uthsc.edu/access-compliance/documents/title-ix-policy.pdf](http://uthsc.edu/access-compliance/documents/title-ix-policy.pdf) )

## TITLE IX SEXUAL HARASSMENT

The University of Tennessee unequivocally opposes the sexual harassment of any University community members. Sexual harassment will not be tolerated and will be grounds for disciplinary action. In accordance with federal regulations, sexual harassment is defined as follows: (1) An employee of the University conditioning the provision of an aid, benefit, or service of the University on an individual's participation in unwelcome sexual conduct; (2) Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the University's education program or activity; or (3) Sexual Assault, Dating Violence, Domestic Violence, and/or Stalking. For the definition of Sexual Harassment, "reasonable person" means a reasonable person under similar circumstances as and with similar identities to the complainant.

If a person indicates hesitancy to report an incident to the University, inform the person that the University prohibits Retaliation and will not only take steps to prevent Retaliation but also take strong responsive action if Retaliation occurs.

## MANDATORY REPORTERS:

- All UT Health Science Center employees
- Office of Access and Compliance
- Office of Student Affairs and Community Engagement
- Office of Enrollment Management
- Student Academic Support Services and Inclusion (SASSI)
- Academic Advisors
- Chancellors, Vice Chancellors, Associate Vice Chancellors, or Assistant Vice Chancellors
- Dean, Associate Deans, Assistant Deans, Executive Directors, Directors, Associate Directors, Assistant Directors, or Department Heads
- Faculty Members
- Faculty and staff advisors to registered student organizations
- Medical Residents/Fellows
- Residency Coordinators
- The Complainant's University employment supervisor (only if the Complainant is a University student employee or trainee)
- The Respondent's University employment supervisor (only if the Respondent is a University employee, including a University student employee and trainee)
- The Employee Relations Team Leader or the Employment Team Leader in Human Resources (only if the Respondent is a University employee, including a student employee)
- A University employee designated as a Campus Security Authority for Clery Act compliance

The University of Tennessee is an EEO/AA/Title VI/Title IX/Section 504/ADA/ADEA institution in the provision of its education and employment programs and services.

