

Flow Chart for Title IX Incident Response/ Reporting

EMERGENCY

- In the case of a medical emergency or if there is a threat of imminent danger→
 - Victim/Survivor is **oriented and responsive**; ask if they would like you to call 911. If so, call 911.
 - **If the Victim/Survivor is unresponsive, or if there is an imminent threat of harm to others, call 911.**
- If you contacted 911, notify Campus Security:
Manono 854-1420
Palamanui 640-6515
UH Hilo 974-7911
- Remain with Victim until help arrives
As appropriate discuss the following:
 - Limits of confidentiality, campus and community resources
 - **Hawai'i CC Mental Health Therapist** who is a **Confidential Resource: 934-2706**
- Notify your Supervisor

- **Contact the Title IX Deputy** for student related incidents: **Mari Giel**
Location: MC 388-106 Tel: (808) 934-2725
Email: marigiel@hawaii.edu
- **Contact the Title IX Coordinator** for student related incidents: **VCSA Dorinna Manuel-Cortez**. Location: MC 378 Tel: (808) 934 2509
Email: dorinna@hawaii.edu
- **Contact the Title IX Deputy** for staff/faculty related incidents. **HR Manager Mari Chang**
Location: MC 397-4 Tel.: (808) 934-2525
Email: changm@hawaii.edu

Complete Title IX Incident Report form
<http://hawaii.hawaii.edu/sites/default/files/assets/nine/docs/incident-reporting-form.pdf>

Submit the Title IX Incident Report form to the
Title IX Coordinator

NON-EMERGENCY

- Inform Victim/Survivor about the limits of confidentiality
- Inform Victim/Survivor about:
Hawai'i CC Mental Health Therapist who is a **Confidential Resource: 934-2706**
- Refer Victim/Survivor to appropriate community resources
 - **Sexual Assault Support Services: 935-0677**
 - **Domestic Violence Shelter/Hotline: 959-8864**
- Notify your Supervisor

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