If someone tells you they have experienced a form of prohibited conduct:

**WHAT TO DO:**

1. If someone tells you they have experienced a form of prohibited conduct, first, offer them support, listen to them and encourage them to seek help and counseling as soon as possible.
2. If the individual’s safety is an immediate concern, call 911 or contact the Huntsville Police Department Non-Emergency: 256-722-7100.
3. Tear this card at the perforation. Keep this half for your information, and provide the other half to the reporting party.
4. Report the incident to the Title IX Coordinator in accordance with the Title IX Sex Discrimination, Sexual Harassment, and Sexual Violence Policy.
5. Allow the Title IX Office to conduct the investigation in accordance with the Title IX Sex Discrimination, Sexual Harassment, and Sexual Violence Policy and related procedures.

**WHAT TO KNOW:**

- You are in control.
- You have the right to choose whom you will talk to, what resources you will use, what you will say and when you will say it.
- If you choose to share your experience, your disclosure will be taken seriously and you will be treated with dignity and respect.
- The University will respond promptly and effectively to reports of Prohibited Conduct and will take appropriate action to prevent its occurrence, correct and address its effects, provide supportive measures, and, when warranted, issue discipline for violations of the Title IX Sex Discrimination, Sexual Harassment, And Sexual Violence Policy.
- You will be protected from retaliation. UAB does not tolerate acts of retaliation against anyone filing a complaint or participating in an investigation.

**OPTIONS:**

- You have many resources available to you at UAB and in the community.
- You have the right to report to the University to initiate an administrative process. Contact the Title IX Office at 205-996-1340, titleixoffice@uab.edu.
- You have the right to report to local law enforcement to initiate a criminal process.

**ACTIONS TO CONSIDER:**

- Preserve the physical evidence.
- Speak confidentially to a professional or pastoral counselor.
- File a formal complaint with the Title IX Office.
- Report to Law Enforcement.
- Go somewhere you feel safe.
- Seek supportive measures.
- Seek medical attention.
- Submit an anonymous report.
- Seek a sexual assault forensic exam within 72 hours.

**PROHIBITED CONDUCT:**

- Dating Violence
- Domestic Violence
- Stalking
- Sexual Assault
- Gender-Based Harassment
- Sexual Harassment
- Sexual Exploitation
- Discrimination based on sex, sexual orientation, gender identity, gender expression and/or related retaliation
WHAT SHOULD I SAY?

"Thank you for sharing with me. As a responsible reporting official, I am required to report this to the Title IX Coordinator. Please know you are not at fault. There are resources available to you both on campus and off-campus. Please know that you can decide what happens next. You have the right to make a report to the police department, UAB Title IX Office, or choose not to report. Retaliation for reporting is prohibited and should be reported to the Title IX Office. What can I do to support you?"

HOW TO REPORT:

Any person may report an incident of prohibited conduct to the Title IX Coordinator.

Email: titleixoffice@uab.edu
Phone: 205-996-1340
Online: www.uab.edu/titleix
Mail: HSC Suite 405
1720 2nd Avenue South
Birmingham, AL 35294

To file an anonymous report contact UAB Ethics Hotline 866-362-9476 (24/7 Response).