

**Montgomery County Juvenile Court
Center for Adolescent Services
Plan for Coordinated Response to Sexual Abuse or Assault**

Youth reports allegation of current or past sexual abuse or sexual assault to a staff member allegedly occurring at the facility.

Staff witness, become involved in or aware of current or past sexual abuse or sexual assault including a youth allegedly occurring at the facility.

First Responder

- Separate the alleged victim and abuser
- If a security staff member, immediately notify On-Duty Supervisor.
- If not a security staff member, immediately notify security staff member and request that alleged victim not take any actions that could destroy physical evidence.
- Notify On-Call Administrator and Director

Third Party or Anonymous Report

Director

- Notifies Court Administration
- Immediately notify the Montgomery County Sheriff's Department (MCSD)
- Ensure emergency transportation for the alleged victim to (Dayton Children's Hospital) for assessment.
- Contact Montgomery County Prosecutor-Office of Victim Services
- Notify resident's family/guardian, probation/parole officer, and court personnel.

Staff

- Preserve and protect any crime scene until appropriate steps can be taken by the Montgomery County Sheriff's Department to collect any evidence:
- If abuse occurred within time period that allows for the collection of physical evidence, request that the alleged victim not take any action that could destroy physical evidence and have a staff member of his choice stay with the victim.
- Ensure the alleged abuser does not take any actions that could destroy physical evidence by placing in the watch room under observation with the water shut off.
- The alleged victim and aggressor remain separated until the investigation is completed.
- If alleged abuser is an employee, the employee shall be placed on administrative leave.

Emergency Examinations and Testing

- Resident transported to Dayton Children's Hospital for examination and testing using SAFE/SANE nurse.
- Forensic evidence secured by emergency room hospital only released to Montgomery County Sheriff's Department for criminal investigation.

Medical and Mental Health

- Upon return to facility, alleged victim and/or alleged abuser shall be seen by medical and behavioral health staff for continued services.
- Continued treatment for alleged victim and alleged abuser as needed
- Reception Screening Tool Thirty (30) Day Re-Assessment for victim and alleged abuser.

Alleged abuser remain separated, if warranted, while investigation is being conducted. If there is no criminal prosecution, the resident shall be permitted to return to the program.

Montgomery County Sheriff's Department

- Conduct Interviews
- Reviews property and physical evidence
- Creates investigative report
- Communicates findings to Director
- Refers to Criminal Prosecution, if warranted.

Director

Follow-up with Montgomery County Sheriff's Department.

PREA Coordinator

- Complete report with conclusions of review and/or investigation.
- Schedule incident review team meeting within 30 days following investigation conclusion
- Complete Review Team Meeting Report
- Retaliation Monitoring Checklist and Status Check every 30 days for minimum of 90 days or longer, if needed.

Director

Administer Facility Discipline, if warranted.