



# THE MEDICAL COLLEGE OF GEORGIA



## Clery Act

### (Crime Awareness and Campus Security Act of 1990)

The following is a response to Title II of the Student Right-to-Know and Clery (Campus Security) Act of 1990. It contains an abridged statement of the requirements and addresses our compliance.

A. Institutional policy statement on reporting crimes or other emergencies and response to these reports.

All crimes or other emergencies occurring on the Medical College of Georgia campus are reported to the Medical College of Georgia Public Safety Division, Police Bureau. The Public Safety Division's offices are located in the Annex II building, room #HT-1101. The Medical College of Georgia policies and procedures designates Public Safety Division's Police Bureau as the law enforcement unit for the institution. Employees and students are encouraged to report crimes directly to Public Safety. However, students may also report crimes to the Director of Student Affairs, who will then report the information received to Public Safety. Campus personnel are informed of this procedure through new employee/student orientation. Written reports are made and followed up by the appropriate personnel in Public Safety (detectives, safety officers, et al).

B. Institutional policy statement on security and access to facilities and maintenance of security.

As a public institution of higher learning, the Medical College of Georgia welcomes anyone interested in utilizing the wide range of educational facilities on campus. For security reasons, however, not all MCG buildings are open to the public. MCG student housing facilities are private residences, and a person must be a guest of a resident in order to enter any area of student housing. Only authorized personnel are permitted in many areas of MCG's Hospital and Clinics buildings. Furthermore, most buildings open to the public are closed and locked after regular business hours.

The Police Bureau has a printed, internal policy on the security of buildings on campus as well as parking lots and parking decks. Other designated groups may have separate policies in conjunction with the Police Bureau, for example, Student Housing. The Police Bureau has, as well, a procedure for residential protection in times of low occupancy such as holidays. Residents requiring this service may call Public Safety and advise them when they will be away. These standards are monitored through incident reports as well as by an annual lighting survey and physical security surveys conducted, as needed, by the Administrative Section.

The Public Safety Division provides an escort service to students, staff, and campus visitors 24 hours a day, 365 days a year.

There are 23 emergency phones and 7 "Code Blue" call boxes located at or near campus buildings and parking decks that dial directly to the Police Bureau dispatcher. There are 50 emergency phones and 5 "Code Blue" call boxes located at or near the Hospital and Clinics buildings and parking decks that dial directly to the MCG Health, Inc. Security and Safety Department dispatcher. When an emergency phone or a call box is picked up or activated, the appropriate dispatcher is immediately notified of the location of the caller.

C. Institutional policy statement on campus law enforcement and the encouragement of accurate and prompt reporting of all crimes.

The Medical College of Georgia has its own Public Safety Division in which is included a Police Bureau of

some 32 sworn Police Officers with full arrest powers, certified by the Peace Officers Standards and Training Council, whose sole duties are campus law enforcement and safety. The Police Bureau has original jurisdiction on campus. The reporting of crimes, promptly and accurately, is encouraged through distributed crime prevention material as well as through new employee/student orientation.

The Medical College of Georgia's institutional policy requires that all crimes be reported to the MCG Police Bureau. Students or employees will be referred by faculty members, administrators, or supervisors to the MCG Police Bureau for this purpose.

The Medical College of Georgia Police Bureau has a mutual aid agreement with the Richmond County Sheriff's Department for emergency situations. The MCG Police Bureau works closely with the Federal Bureau of Investigation, Georgia Bureau of Investigation, and other state and local law enforcement agencies regarding incidents that occur within their jurisdictions. The Richmond County Sheriff's Department, Veterans Affairs Police, and Paine College share information regarding crime statistics and other crime prevention information with the MCG Police Bureau.

The Medical College of Georgia School of Nursing in Athens has law enforcement response provided by the Medical College of Georgia Police Bureau, the University of Georgia Police Department, and the Athens-Clarke County Police Department. The University of Georgia Police Department provides primary patrols of the facility on a daily basis.

The Medical College of Georgia encourages pastoral and professional counselors to inform their clients of voluntary, confidential crime reporting procedures as necessary.

D. Descriptions of programs designed to inform students and employees about campus security procedures and practices.

The Public Safety Division distributes the "Public Safety Update" as needed to alert the campus in a timely manner to specific crimes and crime trends. Members of the Public Safety Division meet with Student Affairs representatives and the Resident Assistants on a periodic basis to discuss crime prevention topics and meets with the students of each residence hall on an annual basis. Police Officers are assigned to reside in residence halls as housing availability allows. The Medical College of Georgia Office of Student Affairs assists students in gaining access to professional counseling, and this office is prepared to assist or advise students in reporting crimes on a voluntary, confidential basis. The Office of Student Affairs makes reports as necessary to the MCG Police Bureau for inclusion in the annual disclosure of crime statistics.

The Public Safety Division provides information for employees at New Employee Orientation and through Annual Safety Update training.

E. Program for the instruction about the prevention of crime.

The Administrative Section for Public Safety handles this function. Tasks include speaking with personnel on campus on crime prevention topics and distributing crime prevention tapes upon request. Physical Security Surveys are conducted for those requesting them as well as other functions. Flyers on crime prevention are also distributed routinely.

F. Statistics detailing the on-campus, non-campus, public property, and student residence (as defined in 34 CFR Part 668), occurrence of murder, manslaughter, sexual assault (forcible and non forcible), robbery, arson, aggravated assault, burglary, and motor vehicle theft for the most current year as well as statistics for the three preceding years.

The Police Bureau keeps statistical information on these crimes as well as any other misdemeanors and felonies to include traffic violations (et al) in the Records Section of the Police Bureau. These statistics are forwarded to the Georgia Bureau of Investigation via the Federal Bureau of Investigation's Uniform Crime Reporting (UCR) program. Statistics are distributed to the campus in the form of an annual "Crime Report", as well as, to the Campus Safety Committee meetings. Annual Crime Statistics are published in

The Beeper, and on the Public Safety web site, [www.mcg.edu/psd/police/stats.htm](http://www.mcg.edu/psd/police/stats.htm). The Medical College of Georgia School of Nursing in Athens is also provided with crime statistics and Clery information from the University of Georgia. Crime information on locations contiguous to the Medical College of Georgia School of Nursing in Athens has been requested from the Athens-Clarke County Police Department; however, the Athens-Clarke County Police Department has not provided the information as of this date.

G. Institutional policy statement on the monitoring of crimes at off-campus student organizations.

Any monitoring of crime off-campus is done by the agency of jurisdiction where the crime took place; however, we are usually advised by the agency in question or the victim (if a student) of the crime and offer any assistance especially if the crime is of a nature stated in "F." Further, the MCG Police Bureau, during normal business hours, reviews all crimes listed in "F" that occur on public property within or directly adjacent to and accessible from the campus that are reported to the Richmond County Sheriff's Department. The Department Veterans Affairs Police Department provides statistical information on crimes listed in "F" annually. The Department Veterans Affairs Police Department has agreed to notify the MCG Police Bureau as soon as possible after the occurrence of any crime listed in "F" in order that the MCG Police Bureau can make a timely warning of the crime to the campus community. As of this date, the Athens Clarke County Police Department has not provided the requested crime information on public property contiguous to the Medical College of Georgia School of Nursing in Athens (SONAT); therefore, no timely warnings were published for the SONAT campus.

H. Statistics on arrests for violations of liquor or drug abuse as well as weapons possession violations.

The Police Bureau keeps statistical information on these crimes in the Records Section. They are published in the "Crime Report."

I. Institutional policy statement on the monitoring of alcohol and drug abuse.

Alcohol is not allowed for sale on M.C.G. property. Functions which serve alcohol require M.C.G. Police Officers to be present. Any other abuse of alcohol or drugs is subject to enforcement by M.C.G. Police through Federal and State laws pertaining to such violations. Students living on campus are allowed to have alcohol in their dormitory room only for personal consumption.

J. Timely reports to the campus community on crimes considered to be a threat to other students.

This function is handled by the Administrative Section or Detectives handling the case. A "Public Safety Update" is issued usually the same day of the incident or as soon as possible thereafter. The updates are sent to employees and students via E-mail.

K. Disclosure in an annual report on "A" - "I."

Information is disseminated in the form of a "Crime Report" which is distributed annually.

L. Description of drug or alcohol abuse education programs.

Employees wishing information on drug or alcohol abuse education programs may contact Employee/Faculty Assistance Program and students wishing the same information may contact Student Health. The Administrative Section also has material on these subjects.

M. Institutional policy statement on campus sexual assault programs aimed at prevention of sexual offenses and on procedures followed once a sexual offense has occurred.

Students and employees wishing information on campus sexual assault may contact the Administrative

Section for material. The Public Safety Division provides a 24 hour a day escort service for all MCG students and campus staff. Further, the campus sexual assault policy is found in the Student Handbook and Public Safety publishes statistics on sexual assaults.

If a sexual offense occurs, the victim's academic and living situations will be changed upon request, if reasonably available. The accuser and accused have the same right (if any) to have others present during the disciplinary hearing. The accuser and accused shall be notified of the outcome of a campus disciplinary proceeding. If the accused is found guilty in an institutional disciplinary proceeding, sanctions such as dismissal could be imposed. Victim services are provided by the Medical College of Georgia Student Health office, and students may contact this office by calling (706) 721-3448. Off campus victim services are also provided by the Rape Crisis Center (University Hospital) and the local District Attorney's office. The Rape Crisis Center may be contacted by calling (706) 724-5200, and the District Attorney's Office may be contacted by calling (706) 821-1135.

#### N. Crime Log

A crime log listing the crimes reported to the MCG Police Bureau within the last 60 day period are open to public inspection 24 hours a day, 7 days per week. Crime logs older than 60 days are open to inspection within two business days of the request. All crimes reported to the MCG Police Bureau are posted to the crime log within two business days of the report unless the disclosure is prohibited by law or would jeopardize the confidentiality of the victim. The MCG Police Bureau may also withhold information from the crime log when there is clear and convincing evidence that the release of the information would jeopardize an ongoing criminal investigation or the safety of an individual; cause a suspect to flee or evade detection; or result in the destruction of evidence. In cases where there is clear and convincing evidence to withhold information, the information will be disclosed when the adverse effect no longer exists. Logs may be requested at the Medical College of Georgia Police Bureau.

#### O. Sex Offender Registration and Registry

Any person who is required under the laws of the state of Georgia to register as a sex offender is also required to provide written notice to the MCG Police Bureau that they are enrolled as a student, carry on a vocation, or employed by the Medical College of Georgia of Georgia. Furthermore, the student or employee is required to provide written notice of each change in enrollment or employment to the MCG Police Bureau.

The Sex Offender registry for the State of Georgia is located on the Georgia Bureau of Investigation Web site: <http://www.ganet.org/gbi/>.

The Sex Offender registry for Richmond County, Georgia is on the Augusta Richmond County Georgia Web Site: [www.augustaga.gov/departments/sheriffs\\_office/registry\\_offender](http://www.augustaga.gov/departments/sheriffs_office/registry_offender).

The Sex Offender Registry for those persons enrolled as a student, carry on a vocation, or employed by the Medical College of Georgia may be viewed at the MCG Police Bureau.

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