

Sexual Assault Response Teams

Roles and Responsibilities

Note: The roles and responsibilities described here are based on practices from across the country and meant for discussion purposes. Any SART will have to customize roles and responsibilities to their structure and local guidelines.

To create a handout for participants, select 'print preview' and choose 4 slides per page.

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PREA Coordinator Duties

PREA Coordinator

- Develops SART protocols, in accordance with agency policies
- Oversees all aspects of the coordinated response
- Reviews response to allegations and review all documentation
- Completes incident reviews
- Makes recommendations for shifts in policy or procedure based upon incident reviews

PREA Compliance Manage Duties

PREA Compliance Manager

- Oversees implementation of PREA related policies, procedures, and coordinated response plan in the facility
- Ensures facility staff and any SART members understand their responsibilities related to preventing, detecting, and responding to sexual abuse and sexual harassment
- Coordinates response to reports of sexual assault and sexual harassment
- Ensures that victims of sexual abuse and sexual harassment receive emergency and ongoing medical and mental health care
- Oversees protocols related to protection from retaliation for reporters

Custody Supervisor/Watch Commander/Senior Officer Duties

Staff Supervisor

- Receives and documents reports from staff first responders
- Ensures safety for the victim and separation of the victim and abuser
- Oversees preservation of the crime scene and any evidence
- Contacts and coordinates with appropriate investigators
- Coordinates efforts with the PREA Compliance Manager

Facility Investigator Duties

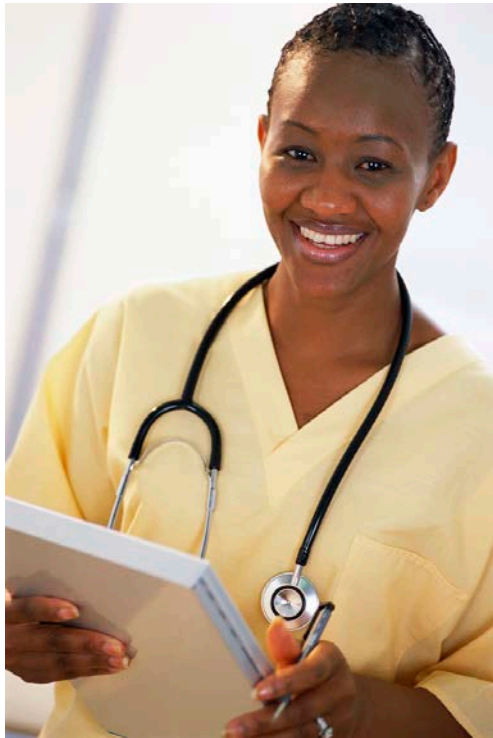
Facility Investigator

- Collects basic information
- Notifies appropriate law enforcement
- Informs the victim about his/her right to a forensic exam
- Conducts administrative investigation in cooperation with any criminal investigation
- Participates in incident review



Associate Warden Joe Gutierrez, former investigator at the California Correctional Institution.

Medical Staff Duties



Staff Nurse

- Collects basic information
- Assesses for injuries and suicide risk
- Administers first aid
- Preserves evidence
- Informs the investigator of any injuries

Transport Staff Duties

Transport Officer

- Handles the case as any other medical emergency
- Prepares the transport vehicle for victim and assures evidence is preserved in transport
- Provides security while respecting survivor's privacy
- Allows survivor to meet privately with nurse, detective, and advocate before leaving the hospital

Law Enforcement Duties

Detective/Criminal Investigator:

- Gathers basic information
- Interviews survivor, preferably with the advocate present
- Collects and secures evidence
- Arranges for follow-up interviews
- Conducts the criminal investigation, in coordination with facility investigators and the prosecutor

Rape Crisis Advocate Duties

Advocate:

- Provides support, crisis intervention, information, and referrals, immediately and in follow care
- Accompanies survivor during the exam and interviews
- Advocates for the survivor's needs
- Maintains confidentiality



JDI Survivor Council member Frank Mendoza talking with an advocate.

Sexual Assault Nurse Examiner Duties

Sexual Assault Nurse Examiner

- Coordinates the forensic exam
- Obtains informed consent
- Conducts the exam
- Provides medical care and prophylaxis
- Offers referrals and discharge instructions
- Collects and preserves evidence
- Gives the “rape kit” to the detective or prosecutor

Mental Health Staff Duties

Corrections Mental Health Practitioner

- Ensures patient safety
- Provides initial triage and crisis intervention
- Keeps patient informed of developments in the investigation
- Collaborates with community service providers
- Provides long-term treatment planning

Prosecutor Duties

Prosecutor

- Reviews the investigation report
- Notifies and interviews witnesses
- Secures necessary evidence
- Prepares the survivor for court and provides notices as delineated in state or county victim's rights policies

SARTs

SARTs are most effective when team members:

Seek common ground

Respect each other's roles and survivors' dignity.

Share resources and information.

Communicate effectively about sensitive issues and to resolve conflicts.

Trust each member of the team to fulfill his or her role.