

Policy: S4 – Encouraging Accurate And Prompt Crime Reporting

Rev.: 10/2018

Bon Secours Health System, Inc.
Richmond Region
St. Mary’s Hospital
Policy/Procedure

Policy Manual: School of Medical Imaging
Section: Student – Safety
and Security

Areas Affected: Full Campus

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POLICY STATEMENT:

Bon Secours St. Mary’s Hospital School of Medical Imaging (SOMI) encourages all community members, students, employees, and guests to report all crimes and public safety related incidents to the School Office/Safety Coordinator (SOMI), Program Director/ Dean (SOMI), Dean of Administration (College of Nursing-CON) or any School official. In the event such victims are unable to make a report, witnesses are encouraged to make a report on behalf of the victim. All crimes also should be reported by calling the Henrico County Police Department at (804) 501-5000 or by logging onto the School’s website at <https://www.mysomi.org> for an anonymous report.

Students at clinical sites or other School sponsored events who are crime victims or witnesses are encouraged to contact the local police department. They should also make the School aware of the incident by contacting one of the above campus security authorities.

Bon Secours Memorial College of Nursing (CON) has a contract with local Henrico County off-duty police to be present on campus. CON and SOMI share the Campus educational space. In an emergency dial 9-911 on house telephones for assistance.

The Office/Safety Coordinator is responsible for maintaining a record of all crimes reported on campus and reporting that information in the Annual Security Report.

RESPONSIBLE PERSONS: School Safety and Security Officer and Program Administration

Approved by:

Jody D. Crane, M.A.Ed., RT(R) (BD)

Director/Dean

Oct. 4, 2018



Signature

Title

Date

Approval History:

Committees and Dates:

Faculty and administrative review in: 3/2010, 8/2011, 8/2012, 7/2013, 8/2014, 8/2015, 5/2017
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