

PENNSTATE HERSHEY



Milton S. Hershey  
Medical Center

# Policies, Safety & U

2013 ANNUAL SECURITY AND FIRE SAFETY REPORT



# Table of Contents

From the President .....	4
From the CEO and Dean.....	4
From the Chief of Security.....	4

## **ANNUAL SECURITY REPORT**

PREPARATION OF THE ANNUAL SECURITY REPORT AND DISCLOSURE OF CRIME STATISTICS .....	5
ABOUT THE DEPARTMENT OF POLICE AND SAFETY .....	5
Role, Authority, and Training .....	5
Safety, Our Number One Priority .....	5
Working Relationship with Local, State, and Federal Law Enforcement Agencies .....	5
Crimes Involving Student Organizations at Off-Campus Locations .....	5
REPORTING CRIMES AND OTHER EMERGENCIES .....	6
Voluntary, Confidential Reporting .....	6
Reporting to Department of Security .....	6
Reporting to Other Campus Security Authorities .....	6
TIMELY WARNING REPORTS — CRIME ALERTS .....	7
EMERGENCY RESPONSE AND EVACUATION PROCEDURES .....	7
Emergency Management at Penn State University .....	7
Drills, Exercises, and Training .....	7
Emergency Notification .....	8
SECURITY OF and ACCESS TO PENN STATE HERSHEY FACILITIES .....	9
Special Considerations for Residence Hall Access .....	9
Security Considerations for the Maintenance of Campus Facilities .....	9
PENN STATE’S RESPONSE TO SEXUAL AND GENDER VIOLENCE .....	10
Personal Safety .....	10
Defining Rape and Sexual Assault .....	10
Our Commitment to Addressing Sexual Assault/Rape .....	10
Sexual Assault Prevention Education Programs .....	11
Sex Offender Registration— Campus Sex Crimes Prevention Act .....	11
CAMPUS SECURITY POLICIES; CRIME PREVENTION AND SAFETY AWARENESS PROGRAMS .....	12
Behavioral Threat Management Team .....	12
Weapons Policy .....	12
Pennsylvania Crime Victim Rights .....	12
Student Conduct .....	12
Parental Notification Policy .....	13
Missing Student Policy .....	13
Daily Crime and Fire Log .....	14
Crime Prevention and Safety Awareness Programs .....	14
PENN STATE UNIVERSITY POLICIES GOVERNING ALCOHOL AND OTHER DRUGS .....	15
Penn State’s Alcohol and Drug Policy .....	15
Residence Life Alcohol Policy .....	15



Pennsylvania Alcohol-Related Offenses .....	16
Related Drug Offenses .....	17
Controlled Substances Act .....	18
Drugs Risks and Consequences .....	19
Drug and Alcohol Abuse Education Programs .....	20
ANNUAL DISCLOSURE OF CRIME STATISTICS .....	21
Clery Act Crimes .....	21

**THE PENNSYLVANIA UNIFORM CRIME REPORT ACT .... 24**

**HOUSING REPORT ..... 25**

(1) Types of student housing available .....	25
(2) Policies on housing assignment and requests by students for assignment changes .....	25
(3) Policies concerning the identification and admission of visitors in student housing facilities .....	25
(4) Measures to secure entrances to student housing facilities .....	26
(5) Standard security features used to secure doors and windows in students' rooms .....	26
(6) Type and number of employees, including security personnel, assigned to the student housing facilities that includes a description of their security training .....	26
(7) The type and frequency of programs designed to inform student housing residents about housing security and enforcement procedures ...	26
(8) Policy and any special security procedures for housing students during low-occupancy periods such as holidays and vacation periods .....	27
(9) Policy on the housing of guests and others not assigned to the student housing or not regularly associated with the institution of higher education .....	27
(10) Number of graduate and undergraduate students living in student housing .....	27

**ANNUAL FIRE SAFETY REPORT ..... 28**

Definitions .....	28
Residence Hall Fire Drills .....	28
Fire Safety .....	28
Fire Statistics for On-Campus Student Housing Facilities .....	28
Description of On-Campus Student Housing Fire Safety Systems—	
Residence Halls/Apartments .....	29
Residence Hall Fire Drills .....	29
Prohibitions on Portable Electrical Appliances, Smoking, and Open Flames .....	29
Evacuation Procedures .....	29
Fire Safety Education and Training Programs for Students, Faculty and Staff .....	30
Fire Incident Reporting .....	30
Plans for Future Improvements in Fire Safety .....	30

**IMPORTANT PHONE NUMBERS ..... 30**

PSUTXT .....	31
Register to Vote .....	31






## From the President

To the University Community—

It is up to each one of us to help foster a secure and supportive environment at Penn State—an environment where individuals can feel safe to visit, learn, work and live. Primary to this goal are the principles of responsibility, respect, and integrity. These values are essential to any community, and serve as the foundation for the success and productivity of our students, faculty and staff. Safety on campus is one of the highest concerns. A truly safe campus can only be achieved through the cooperation of everyone. This publication contains information about campus safety measures and reports statistics about crime in our University community. It also describes our efforts to combat alcohol and drug abuse. Please take the time to read it and help foster a more caring and safe environment.

  
Rodney A. Erickson  
President

## From the CEO and Dean

To the Penn State Hershey campus community—

As one of the leading academic health centers in the nation, Penn State Hershey is committed to advancing the health and well-being of all those whom we serve. A fundamental part of this commitment is ensuring that all students, employees, patients, and visitors who come to our campus to study, work, and seek health care at Penn State Hershey can do so in a safe and secure environment. With this goal in mind, it is the responsibility of each and every member of our campus community to create a collegial and supportive environment in which respect and consideration are shown to all. While we have a very safe campus here at Penn State Hershey, it is important that we stay true to the principles and values that are the foundation for our continued success. We must all cooperate as one to maintain the safety and security of our campus.

This publication contains information about campus safety measures and reports statistics about crime in our Hershey campus community. It also describes our efforts to combat alcohol and drug abuse. Please take the time to read it and help promote a safer and more caring campus community.

**Harold L. Paz, M.D., M.S**

*Chief Executive Officer, Penn State Milton S. Hershey Medical Center and Health System; Senior Vice President for Health Affairs, Penn State; and Dean, Penn State College of Medicine*

## From the Chief of Security

To the University Community—

On behalf of the members of the Department of Security, I want to thank you for your interest in our annual publication “Policies, Safety & U.” We publish this report because it contains valuable information for our campus community. We also publish the report to comply with the important provisions of the Clery Act. Campus safety and security and compliance with the Clery Act should be a part of everyone’s responsibility at Penn State. We encourage you to review the information we have made available to you in this brochure. You will find information about our organization, including descriptions of certain services that we provide. You will also become familiar with our strong commitment to victims of crimes and the specific extensive services we make available to crime victims. Lastly, you will find important information about security policies and procedures on the Penn State campuses, crime data, and crime prevention information. We join President Erickson in the commitment to foster a secure and supportive environment at Penn State. We are proud to be an integral part of Penn State’s tradition of excellence. Campus safety and security is a collaborative effort at Penn State. We partner with the many Departments at the University that have a critical role in fostering campus safety, including the Division of Student Affairs, the Department of Safety, and other University offices. It has always been our goal to provide the highest quality of public safety services to the University community and we are honored to collaborate with the entire Penn State community. The men and women of the Department of Security are committed to making the Penn State campus a safe place in which to live, work, and study.

**Peter Ridge**

*Chief of Security, Penn State Hershey*

## Accessibility to Information and Non-Discrimination Policy

This publication is available in alternative format upon request. The Pennsylvania State University is committed to the policy that all persons shall have equal access to programs, facilities, admission and employment without regard to personal characteristics not related to ability, performance, or qualifications as determined by University policy or by state or federal authorities. It is the policy of the University to maintain an academic and work environment free of discrimination, including harassment. The Pennsylvania State University prohibits discrimination and harassment against any person because of age, ancestry, color, disability or handicap, genetic information, national origin, race, religious creed, sex, sexual orientation, gender identity or veteran status and retaliation due to the reporting of discrimination or harassment. Discrimination, harassment, or retaliation against faculty, staff or students will not be tolerated at The Pennsylvania State University. Direct all inquiries regarding this Nondiscrimination Policy to the Affirmative Action Director, The Pennsylvania State University, 328 Boucke Building, University Park, PA 16802-2801: tel. 814-863-0471/TTY.

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# Annual Security Report

## PREPARATION OF THE ANNUAL SECURITY REPORT AND DISCLOSURE OF CRIME STATISTICS

The Department of Security prepares this report to comply with the Jeanne Clery Disclosure of Campus Security and Crime Statistics Act using information maintained by the Department, information provided by other University offices such as Student Affairs, Residence Life, and other Campus Security Authorities, and information provided by local law enforcement agencies surrounding campus. Each of these offices provides updated policy information and crime data.

This report provides statistics for the previous three years concerning reported crimes that occurred on campus, in certain off-campus buildings or property owned, leased, or controlled by Penn State University. This report also includes institutional policies concerning campus security, such as policies regarding sexual assault, and alcohol and other drugs.

The University distributes a notice of the availability of this Annual Security and Fire Safety Report by October 1 of each year to every member of the University community. Anyone, including prospective students and employees, may obtain a paper copy of this report by contacting the Department of Security at 717-531-8711 or by visiting [www.police.psu.edu/cleryact](http://www.police.psu.edu/cleryact) and clicking on "College of Medicine."

## ABOUT THE DEPARTMENT OF POLICE AND SAFETY

### *Role, Authority, and Training*

The Department of Security is headed by a Chief of Security with a staff of twenty-two non-sworn, unarmed officers who provide service twenty-four hours a day, 365 days a year. The security officers do not have arrest authority. The department reports to the Director of Guest Services. All officers are required to have a high school diploma; two years or more of security experience; and receive yearly in-service training each year concentrating on annual safety training, radiation safety training, hazwoper first responder training, and infection control training. Upon hiring, officers receive eighty hours of orientation and field training, where they are trained in numerous vocations, including verbal and physical de-escalation techniques to deal with violent patients.

Department of Security Mission Statement: "Protecting our community through professional service, education, diversity, and ethical accountability by promoting safety and security."

### *Safety, Our Number One Priority*

The University takes great pride in the community at Penn State Hershey and has many advantages for students, faculty, and staff. This community is a great place to live, learn, work, and study, however, this does not mean that the campus community is immune from problems. With that in mind, Penn State has taken progressive measures to create and maintain a reasonably safe environment on campus.



Though the University is progressive with its policies, programs, and education, it is up to each of us to live with a sense of awareness and use reasonable judgment when living, working, or visiting on campus.

### *Working Relationship with Local, State, and Federal Law Enforcement Agencies*

The Department of Security maintains a cooperative relationship with the Pennsylvania State Police, the Derry Township Police, and surrounding police agencies. Security officers investigate minor criminal incidents, with all serious criminal incidents being referred to the Derry Township Police for investigation. The College of Medicine encourages all victims of crime to report the incident to a Department of Security, the Office of Student Affairs or to the Derry Township Police.

The Penn State Hershey Department of Security does not participate in any Intermunicipal Mutual Aid Agreements. The department has interoperable radio communications with Dauphin County Communications Center for emergency use. If the Security Department learns of criminal activity involving students, it will provide that information to the appropriate law enforcement agency and forward information about the situation to the Office of Student Conduct, as appropriate.

### *Crimes Involving Student Organizations at Off-Campus Locations*

Penn State Hershey relies on its close working relationships with local law enforcement agencies to receive information about incidents involving Penn State students and recognized student organizations, on and off campus. All crime occurring on or near campus will be investigated by local law enforcement. If the Security Department learns of criminal activity involving students or student organizations, it will provide that information to the appropriate external law enforcement agency and forward information about the situation to the Office of Student Conduct, as appropriate.

The University requires all recognized student organizations to abide by federal, state, and local laws, and University regulations. The University may become involved in the off-campus conduct of recognized student organizations when such conduct is determined to affect a Substantial University Interest (as defined in the University Off-Campus Misconduct Policy at <http://studentaffairs.psu.edu/conduct/policies/offcampus.shtml>).

## REPORTING CRIMES AND OTHER EMERGENCIES

The University has a number of ways for campus community members and visitors to report crimes, serious incidents, and other emergencies to appropriate University officials. Regardless of how and where you decide to report these incidents, it is critical for the safety of the entire Penn State Hershey community that you immediately report all incidents so that the Department of Security can investigate the situation and determine if follow-up actions are required, including issuing a Crime Alert or emergency notification.

### **Voluntary, Confidential Reporting**

If crimes are never reported, little can be done to help other members of the community from also being victims. We encourage University community member to report crimes promptly and to participate in and support crime prevention efforts. The University community will be much safer when all community members participate in safety and security initiatives.

If you are the victim of a crime or want to report a crime you are aware of, but do not want to pursue action within the University or criminal justice system, we ask that you consider filing a voluntary, confidential report. Depending upon the circumstances of the crime you are reporting, you may be able file a report while maintaining your confidentiality. The purpose of a confidential report is to comply with your wish to keep your personally identifying information confidential, while taking steps to ensure your safety and the safety of others. The confidential reports allow the University to compile accurate records on the number and types of incidents occurring on campus. Reports filed in this manner are counted and disclosed in the Annual Security and Fire Safety Report. In limited circumstances, the department may not be able to assure confidentiality and will inform you in those cases.

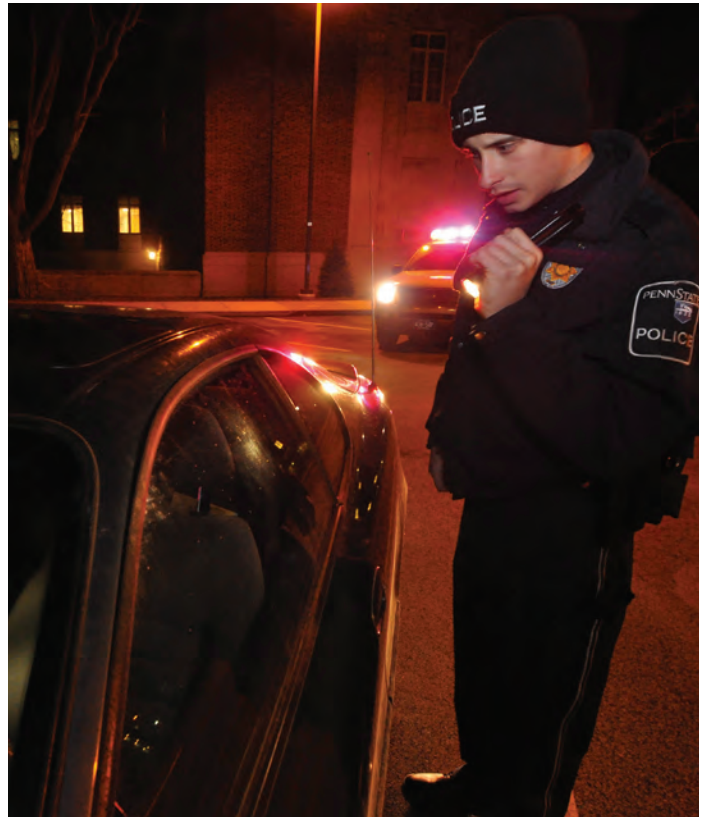
Anyone may call the Department of Security at 717-531-8711 to report concerning information. Callers may remain anonymous.

### **Reporting to Department of Security**

We encourage all members of the University community to report all crimes and other emergencies to Department of Security in a timely manner. The Department of Security maintains a dispatch center that is available in person, or by phone at 717-531-8711, twenty-four hours a day at the Eastmoor Building, 2nd Floor. Although many resources are available, Department of Security should be notified of any crime, whether or not an investigation continues, to assure the University can assess any and all security concerns and inform the community if there is a significant threat to the University community.

### **Emergency Phones**

The University has installed sixty-nine emergency phones in and around the Penn State Hershey and the Hershey Medicine Center campus. Phones are located throughout the parking lots and parking garages, as well as in remote areas of various campus buildings. Emergency phones are also located at University Manor East Student Housing Complex, there are three emergency phones placed on data sheds along the center walk way. At University Manor West, the emergency phone is installed just outside the laundry entrance door. Emergency phones provide direct voice communications to the Security Department Dispatch Center.



### **Anonymously**

If you are interested in reporting a crime anonymously, you can utilize the Department of Security's Silent Witness program, which can be accessed through the department's website: [www.police.psu.edu/witness](http://www.police.psu.edu/witness). It is our policy to attempt not to trace the origin of the person who submits this form, unless such is deemed necessary for public safety. You can also submit tips through Pennsylvania Crime Stoppers at 1-800-4-PA-TIPS or via the website, [www.pacrimestoppers.org/crimestoppers](http://www.pacrimestoppers.org/crimestoppers).

### **Reporting to Other Campus Security Authorities**

While the University prefers that community members promptly report all crimes and other emergencies directly to the Department of Security at 717-531-8711 or 911, we also recognize that some may prefer to report to other individuals or University offices. The Clery Act recognizes certain University officials and offices as "Campus Security Authorities (CSA)." The act defines these individuals as "officials of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings. An official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution."

While the University has identified a number of CSA's at Hershey, we officially designate the following offices as places where campus community members should report crimes:

Official	Campus Address	Phone Number
Department of Security	202 Eastmoor Bldg.	24 hour dispatch 717-531-8711 Administration 717-531-3546
Dean of Student Affairs	500 University Drive, Biomedical Research Building, C1802	717-531-4398
Director of Student Affairs		717-531-5665
Director of COM Human Resources	Academic Support Building, 5200	717-531-4371
Office of Affirmative Action	328 Boucke Building, University Park	814-863-0471
Office of Student Conduct	500 University Drive, CG617E	717-531-7210
Office of the General Counsel	500 University Drive, H1246C	717-531-1411
Housing Office	300 University Manor West	717-532-8210
University Risk Manager	Academic Support Building, 5302	717-531-6302

### Pastoral and Professional Counselors

According to the Clery Act, pastoral and professional counselors who are appropriately credentialed and hired by Penn State to serve in a counseling role are not considered Campus Security Authorities when they are acting in the counseling role. As a matter of policy, the University encourages pastoral and professional counselors to notify those whom they are counseling of the voluntary, confidential reporting options available to them.

## TIMELY WARNING REPORTS — CRIME ALERTS

In an effort to provide timely notice to the campus community in the event of a Clery Act crime that may pose a serious or ongoing threat to members of the community, the Department of Security issues "Crime Alerts." The Department of Security will generally issue Crime Alerts for the following crimes: arson; aggravated assault; criminal homicide; robbery; burglary; sex assaults; and hate crimes. Department of Security will post these warnings through a variety of ways, including but not limited to posters, emails, and media. The University also has the ability to send text message alerts to those who register their cell phone numbers. The text messaging can be a very effective way to send important information to the campus community.

The purpose of these Crime Alerts is notify the campus community of the incident and to provide information that may enable the community to take steps to protect themselves from similar incidents. The University will issue Crime Alerts whenever the following criteria are met: (1) a crime is committed; (2) the perpetrator has not been apprehended; and (3) there is a substantial risk

to the physical safety of other members of the campus community because of this crime. Such crimes include, but are not limited to: (1) Clery Act crimes that are reported to any campus security authority or the local police; or (2) the University determines that the incident represents an ongoing threat to the campus community.

Additionally, the Department of Security may, in some circumstances, issue Crime Alerts when there is a pattern of crimes against persons or property. At Penn State Hershey, the Chief of Security will generally make the determination, in consultation with other University offices, if a Crime Alert is required. For incidents involving off-campus crimes, the University may issue a Crime Alert if the crime occurred in a location used and frequented by the University population.

## EMERGENCY RESPONSE AND EVACUATION PROCEDURES

### Emergency Management at Penn State University

The Office of Emergency Management is responsible for the Emergency Operations Plan (EOP). This plan is designed to be an all-hazards disaster response and emergency management plan that complies with FEMA guidelines for Higher Education, including planning, mitigation, response, and recovery actions.

Our priorities are:

- Life safety, infrastructure integrity, and environmental protection during an emergency
- Coordination with university departments to write, maintain, test, and exercise the EOP
- Cooperation, integration, and mutual aid with local, state, and federal planning, response, and public safety agencies and their EOP's.

A summary of the University's emergency response procedures is located at <http://www.emergencymanagement.psu.edu>. Included on this website is detailed information regarding the University's emergency notification policy, including how to enroll in the emergency notification system to ensure you receive emergency notices on University and cellular telephones.

### Drills, Exercises, and Training

Annually, the University conducts an emergency management exercise to test emergency procedures. The scenarios for these exercises change from year to year, and include several departments from across the campus.

To ensure the University's emergency management plans remain current and actionable, the University will conduct an emergency management exercise, at a minimum once yearly. These exercises may include tabletop drills, emergency operations center exercises, or full-scale emergency response exercises. The University conducts after-action reviews of all emergency management exercises.

## Emergency Notification

Penn State University is committed to ensuring the campus community receives timely, accurate, and useful information in the event of a significant emergency or dangerous situation on campus or in the local area that poses an immediate threat to the health and safety of campus community members. The Pennsylvania State University uses an emergency notification system to provide alerts via PSUTXT. PSUTXT is an emergency notification service available to students, faculty, and staff. PSUTXT can be used to send emergency messages within minutes of the occurrence of an incident. Alerts sent by PSUTXT are simulcast to the University community via Penn State's Facebook page, Twitter, or, at the subscriber's choice, his/her email account. All locations except the Pennsylvania College of Technology use PSUTXT for posting emergency alerts.

Penn State performs a University-wide annual test of the system. The following procedures outline the process the University uses when issuing emergency notifications.

### **Confirming the Existence of a Significant Emergency or Dangerous Situation and Initiating the Emergency Notification System:**

The Department of Security and /or other campus first responders may become aware of a critical incident or other emergency situation that potentially affects the health and/or safety of the campus community. Generally, campus first responders become aware of these situations when they are reported to the Security dispatcher, or upon discovery during patrol or other assignments.

Once first responders confirm that there is, in fact, an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the campus community, first responders will notify supervisors in the Department of Security or other authorized University office to issue an emergency notification.

The University's authorized representatives<sup>1</sup> including will immediately initiate all or some portions of the University's emergency notification system. If, in the professional judgment of first responders, issuing a notification potentially compromises efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency, the University may elect to delay issuing an emergency notification. As soon as the condition that may compromise efforts is no longer present, the University will issue the emergency notification to the campus community.

### **Determining the Appropriate Segment or Segments of the Campus Community to Receive an Emergency Notification:**

University and/or local first responders on the scene of a critical incident or dangerous situation will assist those preparing the emergency notification with determining what segment or segments of the University community should receive the notification. Generally, campus community members in the immediate area of the dangerous situation (i.e., the building, adjacent buildings, or surrounding area) will receive the emergency notification first. The University may issue subsequent notifications to a wider group of community members. In addition to the emergency notification that may be



issued via the University mass notification system, the University will also post applicable messages about the dangerous condition on the University website to ensure the rest of the campus is aware of the situation and the steps they should take to maintain personal and campus safety. If the emergency affects a significant portion of the entire campus, University officials will distribute the notification to the entire campus community.

### **Determining the Contents of the Emergency Notification:**

The office responsible for issuing the emergency notification will, in concert with University and local first responders, determine the contents of the notification. The University has developed a wide range of template messages addressing several different emergency situations. The individual authorizing the alert will select the template message most appropriate to the ongoing situation and modify it to address the specifics of the present incident. In those cases where there are no predetermined template messages in the system, the individual authorizing the alert will develop the most succinct message to convey the appropriate information to the community. The goal is to ensure that individuals are aware of the situation and they know the steps to take to safeguard their personal and community safety.

### **Procedures Used to Notify the Campus Community:**

In the event of a situation that poses an immediate threat to members of the campus community, the University has various systems in place for communicating information quickly. Some or all of these methods of communication may be activated in the event of emergency notification to all or a segment of the campus community. These methods of communication include the mass notification system PSUTXT, the University's email system, and verbal announcement within a building and public address system on police cars. The University will post updates during a critical incident on the homepage. If the situation warrants, the University will establish a telephone call-in center to communicate with the University community during an emergency situation.

<sup>1</sup> A number of Penn State officials are authorized to activate the emergency notification system. These officials include: Senior VP for Finance and Business, VP for University Relations, Asst. VP for UP&PS, UP&PS Compliance Coordinator, Director of Emergency Management, PSU Police Chief, PSU Asst. Police Chief, PSUPD Officer in Charge, PSUPD Dispatcher, Campus Chancellors, Campus Directors of Business Services.



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### **Procedures for Disseminating Emergency Information to the Larger Community (i.e., individuals and organizations outside the campus community):**

If the University activates its emergency notification system in response to a situation that poses an immediate threat to members of the campus community, several offices at the University are responsible for notifying the larger community about the situation and steps the University has taken to address the emergency. Primarily, Public Information (a unit of University Relations) is responsible for crisis communications and for updating notices on Facebook, Twitter, and other social networking platforms and for maintaining communications with national, regional, and local news and radio outlets.

### **Enrolling in the University's Emergency Notification System:**

We encourage members of the campus community to enroll in the PSUTXT system by visiting <http://psutxt.psu.edu>. We encourage University community members to regularly update their information at the same site.

## **SECURITY OF and ACCESS TO PENN STATE HERSHEY FACILITIES**

At Penn State Hershey and the Hershey Medical Center campus, academic buildings generally open 6:00 a.m. until 6:30 p.m., Monday through Friday. The University Fitness Center opens at 5:30 a.m. at 9:00 p.m. Administrative buildings have a wide variety of opening and closing times with the hospital open twenty-four hours a day. Hospital access is controlled by security systems and/or security personnel at major entrances and by patrolling security officers throughout the facility. Access to individual classrooms and laboratories is limited to those enrolled in the courses meeting there. Likewise, access to most programs is limited to those enrolled in the program or otherwise authorized access.

### **Special Considerations for Residence Hall Access**

Penn State Hershey maintains the University Manor Housing Complex for students and employees. Doors are equipped with a dead-bolt latch, and lockset core that are individually opened and closed by owner key. When a door is malfunctioning, personnel are summoned for repairs. At the time apartment keys are issued, tenants are given University Manor parking regulations, telephone installation and dialing instructions, and fire-protection system instructions. Emergency instructions are displayed in each apartment detailing the use of the fire-alarm system and the fire extinguisher.

It is the resident's responsibility to ensure that his/her guests are aware of the University and residence hall policies. Guests are not provided with room keys or door access cards. It is the responsibility of residents, and housing staff to challenge or report individuals who cannot be identified as residents or the guests of residents. Solicitation is not allowed and visitors are by tenant invitation. Security Department personnel also conduct regular checks of residence hall areas. When the Security Department receives a report of an unescorted person, an officer is dispatched to identify that person.

No special security procedure has been adopted for housing students during low-occupancy periods such as holidays and vacations. Tenants who have lost their keys or have locked themselves out must go to the housing office during normal work hours to sign for a loaner key. If the tenant does not find his or her key within seven days, the lock is replaced and new keys are issued. The tenant is charged for the replacement cost. During off hours, if a tenant has lost his or her key or is accidentally locked out, the tenant must contact a security officer to unlock the door. The tenant must produce proper identification, and the officer will confirm the identity of the tenant with the dispatcher, who has a current list of tenants in the complex.

Additional information regarding housing at Penn State Hershey is available at: <http://www.pennstatehershey.org/web/housing/home/services>.

### **Security Considerations for the Maintenance of Campus Facilities**

Penn State University is committed to campus safety and security. Identification badges are issued to all students, faculty, staff, and affiliates during the orientation process by the Security Department. The identification badges are required to be worn in all facilities of the Medical Center. Security officers, as well as faculty and staff, will challenge unidentified and potentially unauthorized persons in these facilities. Unidentified and unauthorized persons will be asked to leave and will be escorted by Security from the premises.

The identification badges may be used for authorized access at several main entrances to the Medical Center and the College of Medicine. The badges may not be modified or abused in any manner and a lost badge must be immediately reported to Security.

At Penn State Hershey, locks, landscaping, and outdoor lighting are designed for safety and security. Sidewalks are designed to provide well-traveled, lighted routes from parking areas to buildings and from building to building. Groundskeeping personnel trim shrubs from sidewalks, walkways, and building entrances to provide a well-lighted route to buildings. All campus walkways are inspected quarterly to ensure adequate lighting. Burned-out lights are replaced promptly.

We encourage community members to promptly report any security concern, including concerns about locking mechanisms, lighting, or landscaping to the Security Department at 717-531-8711.

Security escorts are provided for persons who request them, especially during hours of darkness. A radio loaner program is also available whereby persons may borrow a hand-held radio that is tuned to the Security frequency while walking on campus after dark.

Penn State Milton S. Hershey Medical Center and the College of Medicine is a tobacco-free organization. No smoking or use of tobacco products of any kind is permitted in our buildings, inside vehicles, or anywhere on the grounds.

## PENN STATE'S RESPONSE TO SEXUAL AND GENDER VIOLENCE

### Personal Safety

Theft, disorderly conduct, and alcohol-related offenses are very common on university campuses. However, they don't stand alone. Despite law enforcement's efforts, serious crimes do occur on campuses. It is important to report any suspicious incidents to police and always remain alert and vigilant.

One of the more serious crimes that too often are unreported is sexual assault. It is important to know what these crimes are, because in many cases, victims do not realize that have been victimized. Additionally, crimes of this nature are very difficult for victims to report for a number of very complex reasons.

We provide the following information to assist those help who may have been victims of sexual assault or who have a friend who has been sexually assaulted.

There are many guidelines to help you be more alert and aware of a situation to prevent such serious crimes, including:

- Know your surroundings
- Be alert
- Call for help
- Report any suspicious activity/persons immediately

### Defining Rape and Sexual Assault

In Pennsylvania, RAPE is defined as when a person engages in sexual intercourse with a person by forcible compulsion or the threat of forcible compulsion that would prevent resistance by a person of reasonable resolution, or when a person is unconscious or where the person knows that the victim is unaware that the act is occurring.

In Pennsylvania, SEXUAL ASSAULT is defined as when a person engages in sexual intercourse or deviate sexual intercourse with a complainant without the victim's consent.

While these definitions are clear, victims often have difficulty reporting a sexual assault for numerous reasons, such as knowing the perpetrator, fear of retaliation, fear of parents knowing about the incident, or fear of getting in trouble with law enforcement. Despite these concerns, it is vital to report such incidents in order to get help.

The following information provides steps to follow should a sexual assault occur:

- Get to a safe place as soon as possible!
- Try to preserve all physical evidence – The victim should not bathe, shower, brush teeth, douche, use the toilet, or change clothing until s(he) has a medical exam. Contact a close friend or relative, if available, who can provide support and accompany the victim to the medical exam and/or police department. Advocates from the Women's Resource Center can be available to the victim to provide support.
- Get medical attention as soon as possible – An exam may reveal the presence of physical injury that the victim is unaware of. Following a sexual assault, antibiotics are typically given at the time of the exam to help prevent the victim from acquiring certain sexually transmitted diseases. Emergency contraceptive pills are offered to all victims at the time of the exam (if the victim pres-

ents within 120 hours) to help prevent pregnancy from occurring as a result of the rape. If the victim reports memory loss, loss of consciousness or other circumstances suspicious for a drug-facilitated assault, a urine test may be done if the victim presents within 96 hours. Some of the commonly used "date rape" drugs, however, are only detectable in the urine for six to eight hours after ingestion.

- Contact the police – Sexual assault is a crime, it is vital to report it. It is important to remember report a crime is not the same as prosecuting the crime. The decision to prosecute may be made at another time. Final decision to prosecute is determined by the District Attorney.
- Consider talking to a counselor – Seeing a counselor may be important in helping the victim understand his/her feelings and begin the process of recovery.

### Our Commitment to Addressing Sexual Assault/Rape

The University does not tolerate sexual misconduct or abuse, such as sexual assault, rape, or any other forms of nonconsensual sexual activity. Sexual misconduct in any form violates the Student Code of Conduct, University policies (<http://guru.psu.edu/policies/ad12.html>), and may violate federal and state laws. Violations of this policy are subject to disciplinary sanctions through the Office of Judicial Affairs and/or those outlined in applicable University policies (please refer to Policy AD12 SEXUAL ASSAULT, RELATIONSHIP AND DOMESTIC VIOLENCE, AND STALKING). Please visit <http://studentaffairs.psu.edu/womenscenter/awareness/rapeandassault.shtml> to review procedures, policies, and protocols for reporting and addressing allegations of student sexual misconduct.

- Penn State will pay for all basic sexual assault-related care for students who receive care at the Hershey Medical Center.
- On-campus counseling services are available to students through Counseling and Psychological Services (CAPS).
- "Trauma Drop" is a special procedure that enables victims of violence to retroactively withdraw from a semester or individual courses.

### University Procedures for Responding to Reports of Sexual Assault

If you or someone you know is the victim of a sexual assault, the victim has several rights, including:

- The right to report the incident to the Department of Security or local authorities. The University will assist victims in notifying either the University or local police. Filing a police report does not mean the victim must pursue criminal charges. The victim maintains his or her rights throughout the process.
- In addition to the campus services listed below, several community service organizations can provide counseling, mental health, and other related services to sexual assault victims. The Office of Women Students can assist with connecting victims to these services. Please note that not all services are available at all campus locations.
  - **Police Services** – safety support ([www.Hershey.psu.edu/police](http://www.Hershey.psu.edu/police))
  - **Center for Women Students** – advocacy, referrals, and education ([www.studentaffairs.psu.edu/womenscenter](http://www.studentaffairs.psu.edu/womenscenter))

- **Affirmative Action** – diversity education services ([www.psu.edu/dept/aaoffice](http://www.psu.edu/dept/aaoffice))
  - **University Health Services** – medical treatment ([www.studentaffairs.psu.edu/health](http://www.studentaffairs.psu.edu/health))
  - **Residence Life** – support and referrals ([www.studentaffairs.psu.edu/reslife](http://www.studentaffairs.psu.edu/reslife))
  - **Counseling Services** – counseling and referrals ([www.studentaffairs.psu.edu/counseling](http://www.studentaffairs.psu.edu/counseling))
  - **Student Conduct** – support, referrals, and resolution of complaints ([www.studentaffairs.psu.edu/conduct](http://www.studentaffairs.psu.edu/conduct))
  - **Employee Assistance Program** – counseling for faculty/staff ([www.healthadvocate.com/psu](http://www.healthadvocate.com/psu))
  - **Community-based Victim Witness Advocate** – court accompaniment
  - **Community-based Rape Crisis/Domestic Violence Services** – shelter, support groups, counseling (listed in phone book under “abuse”)
  - **Penn State Office of Human Resources** – ([www.ohr.psu.edu](http://www.ohr.psu.edu))
  - **Pennsylvania Coalition Against Rape** – 24-hour hotline (1-800-932-4632) ([www.pcar.org](http://www.pcar.org))
  - **Pennsylvania Coalition Against Domestic Violence** – 24-hour hotline (1-800-692-7445) ([www.pcadv.org](http://www.pcadv.org))
- If a victim of a sexual assault or relationship violence incident requests a change in her or his living arrangements or academic schedule, the Office of Student Conduct, and other offices at the University, will assist the individual with making these changes, as long as they are reasonably available.

### University Disciplinary Procedures in Sexual Assault Incidents

If you have been sexually assaulted, several options are available for reporting the incident. You may wish first to discuss the problem privately with a counselor or an adviser in the Center for Women Students, the Center for Psychological Services (CAPS), or another confidential counselor. The Department of Security are always available to assist a victim with getting the support she/he requests.

The University’s student conduct process is designed to afford a complainant (the person who is bringing a charge) and a respondent (the person who is answering a charge) a fair, prompt, and appropriate resolution process. The process is designed to help people who need support as they address these incidents.

The full text of the protocol for how the University responds to sexual assault complaints through the campus conduct process can be found at Sexual Violence and Assault Awareness website <http://studentaffairs.psu.edu/conduct>. The Affirmative Action Office is responsible for managing proceedings for those cases in which an employee is the respondent.

In determining whether the alleged conduct constitutes sexual harassment or assault, the full context in which the alleged incident occurred must be considered. In any case, both the accuser and the accused are entitled to the same opportunities to have others present during any disciplinary proceeding. Both the accuser and the accused will be informed of the outcome of any proceeding.



During any sexual assault complaint proceeding, the University has a range of sanctions available. Those sanctions may range from probation to expulsion from the University, depending upon the nature and circumstances of the specific incident.

### Sexual Assault Prevention Education Programs

The Center for Women Students is primarily responsible for sexual assault education and awareness in collaboration with many offices at the University. Together, these offices offer a variety of programming focusing on sexual and gender violence. Below is a program available at the University.

- **Seeking Help for Personal or Professional Matters of Concern and Sexual Harassment**  
Orientation session held in fall for incoming medical students, third-year medical students, and graduate students

### Sex Offender Registration — Campus Sex Crimes Prevention Act

#### Megan’s Law

Members of the general public may request community notification flyers for information concerning sexually violent predators in a particular community by visiting the chief law enforcement officer in that community. In jurisdictions where the Pennsylvania State Police is the primary law enforcement agency, members of the general public may make such requests at the local Pennsylvania State Police Station in that community. This information is also available on the Pennsylvania State Police “Megan’s Law” website (<http://www.pameganslaw.state.pa.us>).

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## CAMPUS SECURITY POLICIES; CRIME PREVENTION AND SAFETY AWARENESS PROGRAMS

In addition to the many programs offered by the Department of Security and other University offices, the University has established a number of policies and procedures related to ensuring a reasonably safe campus community. These policies include:

### **Behavioral Threat Management Team**

In order to enhance emergency preparedness and prevention efforts, Penn State has established a Behavioral Threat Management Team (BTMT). The objective of the BTMT is to systematically identify, evaluate, and manage potentially threatening situations, including persons of concern, at the University. The multidisciplinary team is composed of people from University campuses and surrounding communities.

In addition to the BTMT at the University Park campus, each Commonwealth campus also has a team responsible for managing concerning situations on their respective campuses. While the Commonwealth campus BTMTs may consult with the University Park team at any time, more serious and complex cases are managed in consultation with the University Park BTMT.

If you would like further information about the BTMT, please visit the Behavioral Threat Management website at <http://btmt.psu.edu>.

### **Weapons Policy**

The possession, carrying, and use of weapons, ammunition, or explosives is prohibited on University-owned, or -controlled property.

The only exception to this policy is for authorized law enforcement officers or others, specifically authorized by the University. Failure to comply with the University weapons policy will result in disciplinary action against violators.

### **Pennsylvania Crime Victim Rights**

#### **Your Rights as a Crime Victim:**

As a victim of crime, you have rights. Also, you can expect to receive information, practical and emotional support, and be able to participate in the criminal justice process. These standards were created to make sure that you are treated with dignity and respect at all times, regardless of your gender, age, marital status, race, ethnic origin, sexual orientation, disability, or religion.

You have the right to be told...

- About basic services available to you in your county
- About certain court events, including information on bail, escape of offender, release of an offender
- About the details of the final disposition of a case

You have the right to receive...

- Notice of the arrest of the offender
- Information about restitution and assistance with compensation
- Accompaniment to all criminal proceedings by a family member, a victim advocate, or a support person

You have the right to provide input...

- Into the sentencing decision and to receive help in preparing an oral and/or written victim impact statement
- Into post-sentencing decisions

Please see the resource list for local victim assistance options.

For more information about your detailed rights or to file a complaint if you believe your rights have been violated, please contact: The Pennsylvania Crime Victims Office at [www.portal.state.pa.us/portal/server.pt/community/pcv\\_home/14554](http://www.portal.state.pa.us/portal/server.pt/community/pcv_home/14554).

\*Source: Pennsylvania Crime Victims (2012). "Your Rights as a Crime Victim" at [www.portal.state.pa.us/portal/server.pt/community/your\\_rights\\_as\\_a\\_crime\\_victim/14555](http://www.portal.state.pa.us/portal/server.pt/community/your_rights_as_a_crime_victim/14555).

### **Student Conduct**

#### **The Office of Student Conduct**

The mission of the Office of Student Conduct is to promote a safe, orderly, and civil University community and to encourage and inspire students to become good citizens by engaging in personal responsibility, ethical decision making, and demonstrating respect for the rights and safety of others.

#### **The Student Code of Conduct**

The Office of Student Conduct is responsible for administering the Code of Conduct for Students, which articulates the behavioral standards and the equitable procedures employed by the University to respond to allegations of student misconduct.

The Code of Conduct for Students is administered at all Penn State campuses on University property and may also address off-campus student misconduct when a student's behavior affects a Substantial University Interest.

Students who are found responsible for violations may be subject to sanctions ranging from Disciplinary Warning or Disciplinary Probation to Suspension or Expulsion from the University. Students residing in University housing may also lose the privilege of living on campus for violating University rules and regulations or conditions of the housing contract.

In most cases, the Office of Student Conduct will also assign developmental and educational interventions designed to promote greater awareness and improved decision making for students and to further deter future misconduct.

In instances where there is reasonable cause to believe a student is an immediate threat to the safety of himself/herself or other persons or property or is an immediate threat to disrupt essential campus operations, the Office of Student Conduct may assign an Interim Suspension and/or other actions, designed to protect the health and safety of the community and members therein.

The Office of Student Conduct is also responsible for conducting pre-admission, pre-enrollment, and re-enrollment reviews for prospective students with known behavioral problems.

Any individual or entity may submit reports alleging student misconduct to the Office of Student Conduct or designee at the campus where the incident occurred or online at [www.studentaffairs.psu.edu/conduct/reportincident.shtml](http://www.studentaffairs.psu.edu/conduct/reportincident.shtml).



The Office of Student Conduct also provides outreach programming designed to inform and educate students and to promote the Penn State Principles. Please visit the Student Conduct website at <http://studentaffairs.psu.edu/conduct>, where you can find the Student Code of Conduct, Parental Notification Policy, Student Records Policy, and links to all policy and procedural guidelines related to the Student Conduct process. Students are encouraged to take the “Know the Code” quiz located on the Student Conduct website.

#### **Additional Information Regarding the Student Code of Conduct**

The Pennsylvania State University is obligated to provide all The Pennsylvania State University is obligated to provide all students with the University regulations, policies, and procedures governing student conduct. Penn State policies and procedures, including the Code of Conduct for Students and the Off-Campus Misconduct Policy, are published on the Student Conduct website, [www.studentaffairs.psu.edu/conduct](http://www.studentaffairs.psu.edu/conduct).

If you have additional questions, special needs, or wish to request a hard copy of this information, please contact the Office of Student Conduct at Penn State Hershey.

This publication, as well as University regulations and policies and procedures governing student conduct, is available on the “Policies and Crime Statistics” channel of the Penn State Portal, <https://portal.psu.edu>.

#### **Parental Notification Policy**

The University reserves the right to report student discipline information to the parents or legal guardians of students.

Federal legislation authorizes Penn State to disclose disciplinary records concerning violations of the University’s rules and regulations governing the use or possession of alcohol or controlled substances that involve students who are under the age of 21, regardless of whether the student is a dependent.

The University may also report non-alcohol or drug-related incidents to parents or legal guardians of dependent students under circumstances described in the Student Guide to General University Policy and Rules. See the following website for the University Code of Conduct and additional information concerning Parental Notification (<http://studentaffairs.psu.edu/conduct/pdf/parentalnotification.pdf>).

#### **Missing Student Policy**

The Higher Education Opportunity Act of 2008 (effective August 14, 2008) requires any institution participating in a Title IV federal student financial aid program that maintains on-campus housing facilities to establish a missing student notification policy and related procedures. The following policy and related procedures is Penn State’s official Missing Student Policy.

When it is determined that a student is apparently missing from the University, staff at Penn State, in collaboration with campus and local law enforcement, will be guided by this Missing Student Policy and standing operating procedures, to locate the student.

#### **Provisions**

##### **NOTIFICATIONS**

Penn State has developed a list of titles of persons and offices to which students, employees, or others can contact if they have reason to believe a student who lives in on-campus student housing has been missing for 24 hours. This policy requires others who believe a Penn State student is missing to immediately notify specific staff in the University administration, University Police, and local law enforcement.

Specifically, staff in the Office of Residence Life, Assistant Vice President for Student Affairs and Student and Family Services, University Police Services and Public Safety, and the senior Student Affairs professional at a campus, should be contacted so that they can coordinate efforts to locate the student. The list of positions, offices, and contact information to be utilized if a student is reported missing from the campus is included at the end of this policy (University Contacts for Missing Students).

In addition to contacting these specific offices, anyone who has a concern that a student is missing should alert any Penn State employee who they think will aid in the investigation of a student disappearance. Beyond notifications made by campus employees to University staff, University Police, or campus security, in the absence of a campus police or campus security department, any missing student report must be referred immediately to the local law enforcement agency that has jurisdiction in the geographical areas around the specific campus location.

##### **REGISTERING AND NOTIFYING MISSING STUDENT CONTACTS**

In accordance with this policy, students will be notified annually that each residential student of the University has the option to confidentially designate an individual to be contacted by the Penn State administration no later than 24 hours after the time that it is determined the student is missing.

Penn State provides each student with the means and opportunity to register their confidential missing student contact information by logging into the University’s eLion system and filling out the Address and Contact Information form. This missing student contact person can be anyone. This option is provided to students even if a student has already registered an individual as a general emergency contact. The student also has the option to identify the same individual for both their general emergency contact and missing student contact.

Missing student contact information is registered confidentially. This information is private and only accessible to Penn State employees who are authorized campus officials. This information will not be



## Crime Prevention and Safety Awareness Programs

In an effort to promote safety awareness, the Penn State Hershey Department of Security participate in a variety of programs to educate and inform students, employees, parents and the community at large on a variety of issues. The programs are presented upon request or are scheduled at various times and locations on or near the campus. If you or your organization would like to request a specific program, please contact the Department of Security at 717-531-8711. Below are some of the programs and services available:

### Violence De-Escalation Training

Security Department certified violence de-escalation trainers provided an eight-hour training course several times during the year in verbal and physical violence de-escalation techniques.

### Domestic Violence Education

Penn State Hershey's Domestic Violence Medical Advocate provides a course on Domestic Violence awareness and education on campus that is repeated throughout the year, with persons from all areas in and around the campus community in attendance.

### Seeking Help for Personal or Professional Matters of Concern and Sexual Harassment

Orientation sessions held in fall for incoming medical students, 3rd year medical students, and graduate students.

### Campus Safety/Security Training

Orientation session held in the fall for incoming medical students.

### Campus Security Orientation

Orientation session for incoming nursing students.

### Fire Safety Training

Provides attendees with an overview of fire safety, how to use fire extinguishers and the best way to exit a structure that is ablaze.

### Penn State Sexual Violence Education

Penn State has an online sexual violence education program. All new graduate and professional students are encouraged to complete the program prior to matriculation. The program educates students about sexual assault and sexual harassment. The program helps students develop practical skills to keep themselves and their friends safe. The module is open to all employees and students and can be accessed at <https://studentaffairs.psu.edu/sexualassault/>

## PROGRAMS CONDUCTED BY UNIVERSITY POLICE AND PUBLIC SAFETY (3 MOST RECENT YEARS)

2010: 8	2011: 8	2012: 8
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disclosed to others, with the exception to law enforcement personnel in the furtherance of a missing student investigation.

Penn State will notify the missing student's parents or guardian in addition to the person identified as the missing student's contact person of any student who is under 18 years of age and not an emancipated individual. The University will make contact no later than 24 hours after the time that the student is determined to be missing.

### NOTIFYING LAW ENFORCEMENT

Penn State will also notify the appropriate local law enforcement agency of the missing student unless the local law enforcement agency was the entity that made the determination that the student was missing. This notification will include any missing student who lives in on-campus housing regardless of age or status, and regardless of whether he or she has registered a confidential missing student or general emergency contact person. This notification will be made no later than 24 hours after the time that the student is determined missing.

If the campus law enforcement personnel or campus security department has been notified that a student is suspected missing, and makes a determination that a student who is the subject of a missing person report has been missing for more than 24 hours, Penn State staff will initiate emergency contact procedures as outlined in Penn State's policy and protocol.

### UNIVERSITY CONTACT FOR MISSING STUDENTS

Penn State Hershey – College of Medicine  
 Director of Student Affairs  
 500 University Drive, Hershey, PA 17033  
 717-531-5665

### Daily Crime and Fire Log

Department of Security maintains a combined Daily Crime and Fire Log of all incidents reported to them. The Department of Security department publishes an activity log every day, which is available to members of the press and public. This log identifies the type, locations, and time of each criminal incident reported to Department of Security. Local newspapers, television and radio stations are provided Crime and Fire log information upon request. Information deemed newsworthy is published in both newspapers and is broadcast by the local radio and television stations.

The most current sixty days of information is available at the Security Department, Eastmoor Building, 2<sup>nd</sup> Floor. Upon request, a copy of any maintained Daily Crime and Fire Log will be made available for viewing, within forty-eight hours of notice.



## **PENN STATE UNIVERSITY POLICIES GOVERNING ALCOHOL AND OTHER DRUGS**

### ***Penn State's Alcohol and Drug Policy***

Federal law requires Penn State to notify annually all faculty, staff, and students of certain information pertaining to the unlawful possession, use, or distribution of illicit drugs and alcohol on its property or as part of its activities. The information included in this report complies with the Drug-Free Schools and Campuses Regulations' annual notification requirements.

The University prohibits the unlawful possession, use, manufacture, or distribution of alcohol or controlled substances by students, faculty, staff, and guests in buildings, facilities, grounds, or property controlled by the University or used as part of University activities. For students, this includes prohibiting the possession and consumption of any beverage containing alcohol in a residence hall room except by individuals who are 21 years or older at campuses where alcoholic beverages are permitted. This also includes prohibiting the presences of students under the age of 21 in residence hall rooms where alcohol is present. In addition, the smoking of any material is prohibited in all facilities of Penn State University at all locations.

### **Areas Open to the Public**

The Pennsylvania State University prohibits the possession and use of alcoholic beverages in areas open to the public, including areas of buildings open to the public. However, the use of alcoholic beverages, subject to the laws of the Commonwealth, may be permitted at University-sponsored activities in areas designated by, and with the prior approval of, the University Risk Manager at the University Park campus; the Senior Vice President for Health Affairs and Dean of the College of Medicine, Penn State Milton S. Hershey Medical Center; or at other non-University Park locations, the Chancellor or appropriate campus/center executive officer responsible for the area requested.

### **Private or Closed Areas**

The possession and use of alcoholic beverages are prohibited in conference rooms, offices, office reception rooms, closed buildings, and areas of buildings not open to the public or from which the public has been excluded, except: the use of alcoholic beverages, subject to the laws of the Commonwealth, may be permitted in specific private or closed areas designated by, and with the prior approval of, the appropriate person responsible for the area of request.

### **Education and Research Areas**

The Pennsylvania State University specifically prohibits the use, possession, and dispensing of alcoholic beverages in classrooms, lecture halls, laboratories, libraries, research areas, or within buildings, arenas or areas where athletic events, lectures, or concerts are held, during such events or activities. Permission will not be granted to use or possess alcoholic beverages in a facility that is being used for one of the above functions. (Please consult Policy AD18, Use and Distribution of Alcoholic Beverages (<http://guru.psu.edu/policies/AD18.html>), for more information.)

### **Policies Specific to Faculty and Staff**

As a condition of University employment, every employee shall abide by the terms of this policy. Any employee who violates this policy is subject to Penn State sanctions, including dismissal, as well as criminal sanctions provided by federal, state, or local law. An employee may be required to participate in a drug abuse or drug rehabilitation program. An employee must notify his or her supervisor of any criminal drug conviction for a violation occurring in the University workplace no later than five (5) days after such conviction. Please consult Policy AD33, A Drug-Free Workplace for more information (<http://guru.psu.edu/policies/AD33.html>).

### **Policies Specific to Penn State Students**

Any student who violates this policy is subject to disciplinary action including sanctions as outlined in the Student Code of Conduct in addition to any penalties resulting from violating local, state, and/or federal law. Disciplinary sanctions may include: Students who are found responsible for violations may be subject to sanctions ranging from Disciplinary Warning or Disciplinary Probation to Suspension or Expulsion from the University. Students residing in University housing may also lose the privilege of living on campus for violating University rules and regulations or conditions of the housing contract. In most cases, the Office of Student Conduct will also assign developmental and educational interventions designed to promote greater awareness and improved decision making for students and to further deter future misconduct.

### ***Residence Life Alcohol Policy***

#### **Alcohol And Illegal Substances**

#### **ALCOHOL POLICY**

The possession or use of alcoholic beverages is prohibited. It is a violation of state law and university policy for a student under 21 years of age to attempt to purchase, consume, possess, or transport alcoholic beverages. It is unlawful to sell, furnish, and give alcoholic beverages or to permit alcoholic beverages to be sold, furnished, or given to any minor.



It is against Penn State Hershey policy for anyone to possess alcohol on campus without the expressed permission of the Chancellor.

Residents will be held responsible for activities that occur in their rooms, and will be referred to the Office of Residence Life, the Office of Student Conduct, and/or University Police if guests are violating the on-campus alcohol policies listed above.

Failure to comply with the direction or to present identification to a University official acting in the performance of his/her duties is a violation of the Student Code of Conduct and will result in a referral to the Office of Residence Life or the Office of Student Conduct.

It is against the Student Code of Conduct to supply false information, such as name, age, etc., to University officials who are acting in the performance of their duties.

#### ILLEGAL SUBSTANCES (DRUGS)

It is a violation of state law and University policy to illegally possess, use, distribute, manufacture, sell, or be under the influence of other drugs. Students who violate this policy will be referred to the Office of Residence Life, the Office of Student Conduct, and/or Department of Security.

It is against residence hall policy for a student to be in a residential area (room, common area, common building, building entryway, or quad area immediately adjacent to the residence halls) and in the presence of an illegal substance. Students who are in the presence of an illegal substance in these areas will be referred to the Office of Residence Life, the Office of Student Conduct and/or Department of Security.

## Alcohol Poisoning is a Medical Emergency.

Call for help. You could save someone's life.

ON-CAMPUS: 531-8711 • OFF-CAMPUS: 911

#### Know the signs:

- Passed out or difficult to wake
- Cold, clammy, pale, or bluish skin
- Slowed breathing
- Vomiting while asleep or awake

#### Know how to help:

- Turn a vomiting person on his or her side to prevent choking
- Clear vomit from the mouth
- Keep the person awake
- NEVER leave the person unattended



## Pennsylvania Alcohol-Related Offenses

### Underage Drinking

It is illegal for anyone under 21 years of age to attempt to purchase, consume, possess, or knowingly and intentionally transport any liquor, malt, or brewed beverage. It is also illegal to lie about age to obtain alcohol and to carry a false identification card.

Penalty	1st Offense	2nd Offense	Subsequent Offense
Fine	0–\$500	0–\$1,000	0–\$1,000
Jail	0–90 days	0–90 days	0–90 days
License Suspension	at least 90 days	at least 1 year	at least 2 years

By law, the local police department and University Police are required to notify parents or guardians of all underage-drinking violations.

Penn State University has a zero-tolerance policy associated with students consuming beverage alcohol under the age of 21. Not only is this against the Pennsylvania law, it is also a violation of the Student Code of Conduct.

### Carrying False I.D.

It is illegal for anyone under 21 to possess an identification card falsely identifying that person by name, age, date of birth, or photograph as being 21 or older to attempt to obtain liquor, malt, or brewed beverage by using the identification card of another or by using an identification card that has not been lawfully issued to or in the name of the person who possesses the card.

Penalty	1st Offense	2nd Offense	Subsequent Offense
Fine	0–\$300	0–\$500	0–\$500
Jail	0–90 days	0–1 year	0–1 year
License Suspension	at least 90 days	at least 1 year	at least 2 years

### Public Drunkenness

It is illegal to appear in any public place manifestly under the influence of alcohol to the degree that you may endanger yourself or other persons or property, or annoy others in your vicinity.

Public drunkenness is a crime when a person appears in any public place manifestly under the influence of alcohol or a controlled substance to the degree that he may endanger himself or other persons or property, or annoy persons in his vicinity.

Public drunkenness also leads to other behaviors and important health concerns. Often, public drunkenness contributes to many criminal mischiefs and disorderly conducts on campus. People must be responsible for their own actions and know their limits and tolerance levels before consuming alcohol.

Penalty	1st Offense	2nd Offense	Subsequent Offense
Fine	0–\$500	0–\$1,000	0–\$1,000
Jail	0–90 days	0–90 days	0–90 days





### Driving Under the Influence (DUI) Law

In Pennsylvania, the illegal level for DUI is .08 percent Blood Alcohol Content (BAC) and .02 percent BAC for minors. The law emphasizes treatment and a three-tier penalty system based on BAC and prior offenses: (1) general impairment (.08-.099 percent), (2) high rate of alcohol (.10-.159 percent), and (3) highest rate of alcohol (.16 percent and above).

Also, drivers with any amount of a Schedule I, II, or III controlled substance not been medically prescribed (or their metabolites) may not drive, operate, or be in actual physical control of a vehicle.

It is illegal for anyone under 21 years of age to drive a vehicle with a blood alcohol content of .02 percent or higher. A first-time offense individual, under certain circumstances, may qualify for an Accelerated Rehabilitative Disposition (ARD) program.<sup>2</sup>

Penalty	1st Offense	2nd Offense	Subsequent Offense
Fine	\$500–\$5,000	\$750–\$5,000	\$1,500–\$10,000
Jail	2 days–6 months	30 days–6 months	90 days–5 years
License Suspension	1 year	1 year	18 months
Other	Alcohol Safety School Court Reporting Network file	1 year Ignition Interlock license Court Reporting Network file Alcohol Highway Safety School	1 year Ignition Interlock license Court Reporting Network file

### Selling or Furnishing Alcohol to Minors

Penalty	1st Offense	2nd and Subsequent Offenses
Fine	\$1,000–\$2,500	\$2,500
Jail	0–1 year	0–1 year

### Refusing a Chemical Test

Any person who drives a motor vehicle automatically gives consent to one or more chemical test (e.g. breath, blood, or urine). This implied consent means that you don't have the right to an attorney before testing. If a person refuses to submit to a chemical test: (1) the test will not be done; (2) the person's license will be suspended for one year; (3) the person will most likely be charged with DUI.

For more information about all alcohol-related offenses in Pennsylvania, see [www.lcb.state.pa.us/PLCB/Education/index.htm](http://www.lcb.state.pa.us/PLCB/Education/index.htm). Click on "Alcohol & the Law."

### Open Container Law

In Pennsylvania, there is no state law to prohibit open containers of alcohol in public. However, many local governments have enacted such ordinances. For more information about all alcohol-related offenses in Pennsylvania, see [www.lcb.state.pa.us](http://www.lcb.state.pa.us). Click on "Alcohol & the Law."

### Related Drug Offenses

#### Possession of Marijuana

A person is unlawful when unknowingly, knowingly, or intentionally possesses marijuana (Hashish), a Schedule I substance, and is not authorized by law to possess such substance, as outlined under the Controlled Substances, Drugs, Device and Cosmetic Act of 1972.

Persons engaged in such activity will most likely be faced with criminal charges and charged with a violation of the Student Code of Conduct.

The charges for marijuana possession include:

Quantity	Charge	Jail Time	Fine
30 grams or less	Misdemeanor	30 days	0–\$500
Over 30 grams	Misdemeanor	1 year	0–\$5,000

#### Possession of Other Drugs

In Pennsylvania, the penalties for being convicted of possession of a controlled substance such as heroin, cocaine, methamphetamines, prescriptions, ecstasy, and LSD vary by type of substance and quantity of the substance possessed. Charges also vary by first, second and subsequent offenses. Charges may include jail time, fines, drug counseling, and suspension of driver's license.

#### Possession of Drug Paraphernalia

A person is unlawful when he possesses, with the intent to use, drug paraphernalia that is used for packaging, manufacturing, injecting, ingesting, inhaling, or otherwise introducing into the human body a controlled substance in violation of the Controlled Substances, Drugs, Device and Cosmetic Act of 1972.

#### Synthetic Marijuana

Effective March 1, 2011, the U.S. Drug Enforcement Agency classified synthetic marijuana as an illegal substance. It is also known as Spice, K2, Demon, Wicked, Black Magic, Voodoo Spice, and Ninja Aroma Plsu. Individuals found responsible for manufacturing, possessing, importing/exporting, or distributing these substances will face criminal and civil penalties. Penn State students engaging in these activities will also be held responsible under the University's illegal substances policy. It is also against University policy to use synthetic marijuana.

<sup>2</sup> Depending on your Blood Alcohol level, you may be charged under additional subsections of the DUI statute. Note: If a student is from a state other than Pennsylvania and the home state is part of the national compact on DIO enforcement (46 states are), the student *must fulfill these penalties in Pennsylvania* and his/her license from the home state will be suspended, if applicable.

## Controlled Substances Act

Schedule of Controlled Substance Categories and Examples	For Felony Delivery and Obtaining Possession thru Forgery or Fraud	For Misdemeanor Possession
<p><b>Schedule I:</b> Substances with a high potential for abuse, no currently accepted medical use in the U.S. and a lack of accepted safety for use under medical supervision.</p> <ul style="list-style-type: none"> <li>Gama Hydroxybutyric Acid (GHB)</li> <li>Heroin</li> <li>LSD</li> <li>Methaqualone</li> <li>Mescaline</li> <li>Ecstasy</li> <li>Psilcybin/Psilocyn (mushrooms)</li> <li>Phencyclidine (PCP)</li> <li>Tetrahydrocannabino/S (THC)</li> <li>Marijuana &amp; Hashish:               <ul style="list-style-type: none"> <li>1,000 kg. or more</li> <li>50 kg. to 999 kg.</li> <li>Under 50 kg.</li> </ul> </li> </ul>	<p>Jail: 5 years to life Fine: Up to \$4,000,000</p> <p>Jail: 10 years to life Fine: Up to \$4,000,000</p> <p>Jail: 5 to 40 years Fine: Up to \$2,000,000</p> <p>Jail: Up to 5 years Fine: Up to \$250,000</p>	<p>Jail: Up to 1 year Fine: Up to \$100,000</p>
<p><b>Schedule II:</b> Substances with a high potential for abuse, currently accepted medical use in the U.S., or with severe restrictions, and abuse may lead to severe psychological or physical dependence.</p> <ul style="list-style-type: none"> <li>Morphine</li> <li>Methadone</li> <li>Amphetamine</li> <li>Cocaine</li> <li>Methamphetamine</li> <li>Oxycodone</li> </ul>	<p>Jail: Up to 20 years Fine: Up to \$1,000,000</p>	<p>Jail: Up to 1 year Fine: Up to \$100,000</p>
<p><b>Schedule III:</b> Substances with less abuse potential than Schedules I and II; an accepted medical use, and low to moderate dependence from abuse.</p> <ul style="list-style-type: none"> <li>Anabolic Steroids</li> <li>Codeine Compounds</li> <li>Ketamine (Special K)</li> <li>Phendimetrazine</li> <li>Tincture of Opium</li> </ul>	<p>Jail: Up to 5 years Fine: Up to \$250,000</p>	<p>Jail: Up to 1 year Fine: Up to \$100,000</p>
<p><b>Schedule IV:</b> Substances with a lower potential for abuse than Schedule III; an accepted medical use; and limited dependence from abuse.</p> <ul style="list-style-type: none"> <li>Valium</li> <li>Ativan</li> <li>Xanax</li> </ul>	<p>Jail: Up to 3 years Fine: Up to \$250,000</p>	<p>Jail: Up to 1 year Fine: Up to \$100,000</p>
<p><b>Schedule V:</b> Substances with a lower potential for abuse than Schedule IV; an accepted medical use; and limited dependence from abuse.</p> <ul style="list-style-type: none"> <li>Parapectolin</li> <li>Robitussin AC</li> </ul>	<p>Jail: Up to 1 year Fine: Up to \$100,000</p>	<p>Jail: Up to 1 year Fine: Up to \$100,000</p>

\* The Controlled Substances Act (CSA), Title II of the Comprehensive Drug Abuse Prevention and Control Act of 1970.

Federal law also allows for the possibility of loss of property and federal grants as defined by the Controlled Substances Act and regulation 21CFR 1300.11–1300.15.

**For more information, visit [www.usdoj.gov/dea/pubs/scheduling](http://www.usdoj.gov/dea/pubs/scheduling)**

## Drugs Risks and Consequences

SUBSTANCE Other Names	Potential for Dependence		Risks and Effects		
	Physical	Psycho-logical	Short-Term	Long-Term	Overdose
<b>ALCOHOL</b> Beer, Distilled liquor, Ethanol, Wine	High	High	<ul style="list-style-type: none"> <li>Impaired judgment &amp; vision</li> <li>Lowered inhibitions</li> <li>Loss of motor skills &amp; coordination</li> <li>Slurred speech</li> <li>Confusion</li> <li>Euphoria</li> <li>Impaired balance and coordination</li> <li>Memory loss</li> <li>Slowed reaction time</li> <li>Slowed thinking</li> </ul>	<ul style="list-style-type: none"> <li>Cardiovascular disease</li> <li>Hypertension</li> <li>Liver damage</li> <li>Neurologic damage</li> <li>Toxic psychosis</li> <li>Cardiovascular damage</li> <li>Frequent respiratory infections</li> <li>Impaired learning</li> <li>Impaired memory</li> <li>Increased heart rate</li> <li>Tolerance and addiction</li> </ul>	<ul style="list-style-type: none"> <li>Coma</li> <li>Possible death</li> </ul>
<b>CANNABIS</b> Hash oil, Hashish, Grass, Marijuana, Pot, Weed	Low	Moderate	<ul style="list-style-type: none"> <li>Confusion</li> <li>Fatigue</li> <li>Feeling of well-being, irritability</li> <li>Lowered blood pressure</li> <li>Lowered inhibitions</li> <li>Poor concentration</li> <li>Reduced anxiety</li> <li>Sedation</li> <li>Slowed pulse and breathing</li> <li>Slurred speech</li> <li>Altered stated of perception</li> <li>Increase body temperature, heart rate, blood pressure</li> <li>Loss of appetite</li> <li>Nausea</li> <li>Numbness</li> <li>Sleeplessness</li> <li>Tremors Weakness</li> </ul>	<ul style="list-style-type: none"> <li>Anxiety</li> <li>Dizziness</li> <li>Hallucinations</li> <li>Insomnia</li> <li>Loss of peripheral vision</li> <li>Nausea</li> <li>Seizures</li> <li>Weak, rapid pulse</li> <li>Toxic psychosis</li> <li>Tremors</li> <li>Hallucinogen Persisting Perception Disorder (flashbacks)</li> <li>Intensify existing psychosis</li> <li>Violent behavior</li> </ul>	<ul style="list-style-type: none"> <li>Insomnia</li> <li>Hyperactivity</li> <li>Panic attack</li> <li>Paranoia</li> <li>Possible toxic reaction if combined with other chemicals</li> </ul>
<b>DEPRESSANTS</b> Barbiturates, Benzodiazepine, Date rape drug, Liquid ecstasy, Flunitrazepam, GHB, Methaqualone, Special K, Xanax	High	High	<ul style="list-style-type: none"> <li>Confusion</li> <li>Fatigue</li> <li>Feeling of well-being, irritability</li> <li>Lowered blood pressure</li> <li>Lowered inhibitions</li> <li>Poor concentration</li> <li>Reduced anxiety</li> <li>Sedation</li> <li>Slowed pulse and breathing</li> <li>Slurred speech</li> <li>Altered stated of perception</li> <li>Increase body temperature, heart rate, blood pressure</li> <li>Loss of appetite</li> <li>Nausea</li> <li>Numbness</li> <li>Sleeplessness</li> <li>Tremors Weakness</li> </ul>	<ul style="list-style-type: none"> <li>Anxiety</li> <li>Dizziness</li> <li>Hallucinations</li> <li>Insomnia</li> <li>Loss of peripheral vision</li> <li>Nausea</li> <li>Seizures</li> <li>Weak, rapid pulse</li> <li>Toxic psychosis</li> <li>Tremors</li> <li>Hallucinogen Persisting Perception Disorder (flashbacks)</li> <li>Intensify existing psychosis</li> <li>Violent behavior</li> </ul>	<ul style="list-style-type: none"> <li>Blackouts</li> <li>Cold, clammy skin</li> <li>Coma</li> <li>Life threatening withdrawal</li> <li>Possible death</li> <li>Respiratory depression and arrest</li> <li>Toxic reaction if combined with alcohol</li> </ul>
<b>HALLUCINOGENICS</b> Acid, Angel Dust, Crystal, LSD, MDA, Mescaline, Mushrooms, PCP, Peyote, Phencyclidine, Psilocybin	Low / Unknown	Unknown	<ul style="list-style-type: none"> <li>Impaired judgment</li> <li>Headache</li> <li>Nausea, vomiting</li> <li>Poor coordination</li> <li>Slurred speech</li> <li>Confusion</li> <li>Constipation</li> <li>Drowsiness</li> <li>Euphoria</li> <li>Nausea</li> <li>Pain relief</li> <li>Sedation</li> <li>Staggering gait</li> </ul>	<ul style="list-style-type: none"> <li>Cardiovascular and nervous system damage, leading to inability to walk, talk, or think</li> <li>Cramps</li> <li>Depression</li> <li>Loss of muscle tone</li> <li>Memory impairment</li> <li>Mild withdrawal</li> <li>Muscle wasting and weakness</li> <li>Weight loss</li> <li>AIDS &amp; Hepatitis infection</li> <li>Malnutrition</li> </ul>	<ul style="list-style-type: none"> <li>Intense, prolonged hallucinations</li> <li>Possible sudden death</li> <li>Psychosis</li> </ul>
<b>INHALANTS</b> Gases, Solvents	High for chronic, long-term abuse	High for chronic, long-term abuse	<ul style="list-style-type: none"> <li>Confusion</li> <li>Constipation</li> <li>Drowsiness</li> <li>Euphoria</li> <li>Nausea</li> <li>Pain relief</li> <li>Sedation</li> <li>Staggering gait</li> </ul>	<ul style="list-style-type: none"> <li>Cardiovascular and nervous system damage, leading to inability to walk, talk, or think</li> <li>Cramps</li> <li>Depression</li> <li>Loss of muscle tone</li> <li>Memory impairment</li> <li>Mild withdrawal</li> <li>Muscle wasting and weakness</li> <li>Weight loss</li> <li>AIDS &amp; Hepatitis infection</li> <li>Malnutrition</li> </ul>	<ul style="list-style-type: none"> <li>Coma</li> <li>Possible sudden death</li> <li>Possible toxic reaction</li> <li>Unconsciousness</li> </ul>
<b>NARCOTICS</b> Codeine, Demerol HCL, Heroin, Meperidine, Morphine, Opium, Oxycodone, Vicodin	High	High	<ul style="list-style-type: none"> <li>Confusion</li> <li>Constipation</li> <li>Drowsiness</li> <li>Euphoria</li> <li>Nausea</li> <li>Pain relief</li> <li>Sedation</li> <li>Staggering gait</li> </ul>	<ul style="list-style-type: none"> <li>Cardiovascular and nervous system damage, leading to inability to walk, talk, or think</li> <li>Cramps</li> <li>Depression</li> <li>Loss of muscle tone</li> <li>Memory impairment</li> <li>Mild withdrawal</li> <li>Muscle wasting and weakness</li> <li>Weight loss</li> <li>AIDS &amp; Hepatitis infection</li> <li>Malnutrition</li> </ul>	<ul style="list-style-type: none"> <li>Clammy skin</li> <li>Coma</li> <li>Convulsions</li> <li>Death</li> <li>Respiratory arrest</li> <li>Shallow perspirations</li> <li>Tolerance, addiction</li> <li>Toxic reaction if combined with alcohol</li> </ul>
<b>STIMULANTS</b> Amphetamine, Cocaine, Ecstasy, MDMA, Methylphenidate, Phenmetrazine, Ritalin	Possible	High	<ul style="list-style-type: none"> <li>Appetite loss</li> <li>Excitement &amp; euphoria</li> <li>Feeling of well being</li> <li>Increased alertness</li> <li>Increased blood pressure, pulse</li> <li>Insomnia</li> </ul>	<ul style="list-style-type: none"> <li>Insomnia</li> <li>Nervous system damage</li> <li>Organ/tissue damage</li> <li>Paranoia</li> <li>Psychosis</li> <li>Weight loss</li> </ul>	<ul style="list-style-type: none"> <li>Agitation</li> <li>Convulsions</li> <li>Hallucinations</li> <li>Heart attack, stroke</li> <li>High blood pressure</li> <li>Loss of consciousness</li> <li>Seizures</li> <li>Temperature increase</li> <li>Possible death</li> </ul>
<b>TOBACCO</b> Chewing/Smokeless Tobacco, Cigarettes, Cigars, Nicotine	High	High	<ul style="list-style-type: none"> <li>Bad breath</li> <li>Bad taste in mouth</li> <li>Decreased lung capacity</li> <li>Increased blood pressure</li> <li>Increased heart rate</li> </ul>	<ul style="list-style-type: none"> <li>Adverse pregnancy outcomes</li> <li>Cardiovascular disease</li> <li>Cancer</li> </ul>	<ul style="list-style-type: none"> <li>Possible death</li> </ul>

### Notes:

- Alcohol and other drug use during pregnancy increases risk of physical harm to fetus.
- Additional risks of harm may occur from toxic impurities present in street drugs.
- Additional risks of harm may occur from the use of prescription drugs in ways other than prescribed.
- Drugs taken by injection can increase the risk of infection (e.g., HIV, hepatitis, etc.) through needle contamination.

For more information, visit:  
[www.drugabuse.gov](http://www.drugabuse.gov)  
[www.samhsa.gov](http://www.samhsa.gov)

## Drug and Alcohol Abuse Education Programs

### Resources for Faculty and Staff

Penn State's Employee Assistance Program (EAP) is available for Penn State employees if they have a problem with substance abuse or if someone they know may have a problem. If you suspect that you or someone close to you may have a problem with alcohol or other drugs . . . stop hurting and start healing.

- Penn State faculty and staff can reach the EAP twenty-four hours a day, 7 days a week, by calling 866-799-2728 or at ([www.healthadvocate.com/psu](http://www.healthadvocate.com/psu))
- Any employee or supervisor with additional questions related to alcohol and other drug problems may contact:  
Office of Human Resources: Health Matters 814-865-3085.



### Resources for Students

Campus Resources			
AWARE	Student Health Services 845 Fishburn Road Hershey	717-531-5998	<a href="http://www.pennstatehershey.org/web/studenthealth/home">http://www.pennstatehershey.org/web/studenthealth/home</a>
Counseling and Psychological Services: - Intervention - Referral	Biomedical Research Building, C7833	717-531-6148	<a href="http://www.pennstatehershey.org/web/md/studentaffairs/support/counseling">http://www.pennstatehershey.org/web/md/studentaffairs/support/counseling</a>
Disability Services Services: - Academic adjustments - Auxiliary aids	Biomedical Research Building, C7833	717-531-0003, ext. 283693	<a href="http://www.pennstatehershey.org/web/md/studentaffairs/support/disability">http://www.pennstatehershey.org/web/md/studentaffairs/support/disability</a>
Office of Student Conduct	500 University Drive, CG617E	717-531-7210	
Affirmative Action	328 Boucke Building University Park	814-863-0471	<a href="http://www.psu.edu/dept/aaoffice/">http://www.psu.edu/dept/aaoffice/</a>
Student Health Services	845 Fishburn Road Hershey	717-531-5998	<a href="http://www.pennstatehershey.org/web/studenthealth/home">http://www.pennstatehershey.org/web/studenthealth/home</a>
Penn State Office of Human Resources	Academic Support Building, 5200	717-531-4371	<a href="http://ohr.psu.edu/">http://ohr.psu.edu/</a>
Health Advocate		866-799-8728	<a href="https://members.healthadvocate.com/Secure/Default.aspx">https://members.healthadvocate.com/Secure/Default.aspx</a>
Domestic/Sexual Violence		717-531-5188	

Community Resources			
Dauphin County Drug and Alcohol		717-635-2263	
Community-based Rape Crisis/Domestic Violence Services		717-238-7273 Hotline: 1-800-654-1211	
Pennsylvania Coalition Against Rape – 24-hour hotline		1-888-772-7227	
Pennsylvania Coalition Against Domestic Violence		717-545-6400 Hotline: 800-932-4632	

## ANNUAL DISCLOSURE OF CRIME STATISTICS

While the Penn State Hershey and the Hershey Medical Center campus is a reasonably safe environment, crimes do occur. In addition to the Clery Act crimes statistics, other common crimes that occur on campus are outlined below.

### Theft

Theft is a common occurrence on college campuses. Often, this is due to the fact that theft is often seen as a crime of opportunity. Confined living arrangements, recreation facilities, and many open classrooms and laboratories provide thieves with effortless opportunities. Occupants of the residence halls often feel a sense of security and home atmosphere and become too trusting of their peers, while other leave classrooms and laboratories unlocked when not occupied for short periods of time.

It is important to be very vigilant when it comes to suspicious persons. Never leave items and valuables lying around unsecured. Doors should be locked at all times. The following is a list of suggestions to help you not fall victim to theft.

- Keep doors to residence halls, labs, classrooms locked when not occupied
- Don't provide unauthorized access to persons in the buildings or classrooms
- Do not keep large amounts of money with you.
- Lock all valuables, money, jewelry, and checkbooks in a lock box or locked drawer
- Keep a list of all valuable possessions including the make, models, and serial numbers
- Take advantage of the Engraving Programs to have all valuables engraved with specific identifying marks.
- Don't leave laptop computers or textbooks unattended in labs or libraries, even if it is for a short period of time
- Don't lend credit cards or identification cards to anyone.
- Report loitering persons or suspicious persons to police immediately; don't take any chances



### Identity Theft

Identity theft is a crime in which someone wrongfully obtains and uses another person's personal information in some ways that involves fraud or deception, typically for economic gain. This personal data could be a Social Security number, bank account, and credit card information.

Persons involved in identity theft often use computers or other forms of media to assist them.

You can take measures to prevent this from happening to you:

- Do not give anyone your personal information unless there is a legitimate reason to trust them.
- Never give your credit card information, date of birth, or other information over the telephone, unless you can confirm the person receiving that information.
- Complete a credit check frequently to assure there is no suspicious activity.
- Examine financial information often to assure all transactions are authorized and accounted for.
- Use computer security software and install firewalls on computers.

### Clery Act Crimes

Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC § 1092(f)) requires colleges and universities across the United States to disclose information about crime on and around their campuses. The Department of Security maintains a close relationship with all police departments where Penn State owns or controls property to ensure that crimes reported directly to these police departments that involve the University are brought to the attention of the Department of Security.

The Department of Security collects the crime statistics disclosed in the charts through a number of methods. Police dispatchers and officers enter all reports of crime incidents made directly into a department computer. After an officer enters the report in the system, a department administrator reviews the report to ensure it is appropriately classified in the correct crime category. The department periodically examines the data to ensure that all reported crimes are recorded in accordance with the crime definitions outlined in the FBI Uniform Crime Reporting Handbook and the FBI National Incident-Based Reporting System Handbook (sex offenses only). In addition to the crime data that the Department of Security maintains, the following statistics also include crimes that are reported to various campus security authorities, as defined in this report. The statistics reported here generally reflect the number of criminal incidents reported to the various authorities. The statistics reported for the subcategories on liquor laws, drug laws, and weapons offenses represent the number of people arrested or referred to campus judicial authorities for respective violations, not the number of offenses documented.

## Definitions of Reportable Crimes

**Murder/Manslaughter** – defined as the willful killing of one human being by another.

**Negligent Manslaughter** – defined as the killing of another person through gross negligence.

**Forcible sex offenses** – defined as any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent. Including: forcible rape, forcible sodomy, sexual assault with an object, forcible fondling.

**Non-forcible sex offense** – unlawful, non-forcible sexual intercourse, including incest and statutory rape.

**Robbery** – defined as taking or attempting to take anything of value from the car, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

**Aggravated Assault** – defined as an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

**Burglary** – unlawful entry of a structure to commit a felony or a theft.

**Motor Vehicle Theft** – theft or attempted theft of a motor vehicle.

**Arson** – any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

**Hate Crimes** – includes all of the crimes listed above that manifest evidence that the victim was chosen based on one of the categories of prejudice listed to the right, plus the following crimes.

**Larceny/Theft** – includes pocket picking, purse snatching, shoplifting, theft from building, theft from motor vehicle, theft of motor vehicle parts or accessories, and all other larceny.

**Simple Assault** – unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.

**Intimidation** – to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct but without displaying a weapon or subjecting the victim to actual physical attack.

**Destruction/Damage/Vandalism to Property (except Arson)** – to willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.



## Categories of Prejudice

**Race** – A preformed negative attitude toward a group of persons who possess common physical characteristics genetically transmitted by descent and heredity that distinguish them as a distinct division of humankind.

**Gender** – A preformed negative opinion or attitude toward a group of persons because those persons are male or female.

**Religion** – A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being.

**Sexual Orientation** – A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex.

**Ethnicity/national origin** – A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs, and traditions.

**Disability** – A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age, or illness.

**CRIME STATISTICS: CLERY DATA REPORTED TO UNIVERSITY POLICE**

The following annual security report provides crime statistics for selected crimes that have been reported to local police agencies or to campus security authorities. The statistics reported here generally reflect the number of criminal incidents reported to the various authorities. The statistics reported for the sub-categories on liquor laws, drug laws, and weapons offenses represented the number of people arrested or referred to campus judicial authorities for respective violations, not the number of offenses documented. This report complies with 20 U.S. Code Section 1092 (f).

OFFENSES	2010				2011				2012			
	On-Campus	Residence Hall	Public Property	Non-Campus	On-Campus	Residence Hall	Public Property	Non-Campus	On-Campus	Residence Hall	Public Property	Non-Campus
Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses - Forcible*	1	1	0	0	1	0	0	0	3	0	0	0
Sex Offenses - Non-forcible	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	6	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	2	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARRESTS</b>												
Weapons	0	0	0	0	0	0	0	0	0	0	0	0
Drugs	0	0	0	0	0	0	0	0	3	0	0	0
Alcohol	0	0	0	0	0	0	0	0	0	0	0	0
<b>REFERRALS</b>												
Weapons	0	0	0	0	0	0	0	0	1	0	0	0
Drugs	18	0	0	0	8	0	0	0	0	0	0	0
Alcohol	0	0	0	0	0	0	0	0	0	0	0	0
<b>HATE CRIMES</b>												
Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses - Forcible	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses - Non-forcible	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Larceny	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0
Vandalism	0	0	0	0	0	0	0	0	0	0	0	0

**Hate Crime Key:** (D) Disability (E) Ethnicity (Ra) Race (Re) Religion (S) Sexual Orientation (G) Gender

# Pennsylvania Uniform Crime Report Act

Crime statistics are reported to the Pennsylvania State Police for annual publication in "Crime in Pennsylvania, the Uniform Crime Report of the Commonwealth." These statistics are also available in the U.S. Department of Justice Publication, Crime in the United States, which is available at all public libraries and most law enforcement agencies within the United States. Crime statistics are also available by writing to University Police, The Pennsylvania State University, 30 Eisenhower Parking Deck, University Park, PA 16802-2116 or can be accessed on the Internet at [www.police.psu.edu](http://www.police.psu.edu).

CAMPUS: Milton S. Hershey Medical Center	2010			2011			2012		
	ON CAMPUS			ON CAMPUS			ON CAMPUS		
	ACTUAL OFFENSES	*CRIME RATE	ARREST DATA	ACTUAL OFFENSES	*CRIME RATE	ARREST DATA	ACTUAL OFFENSES	*CRIME RATE	ARREST DATA
<b>PART I OFFENSES</b>									
<b>CRIMINAL HOMICIDE</b>									
Murder & Non-negligent Manslaughter									
Manslaughter by Negligence									
<b>FORCIBLE RAPE</b>									
Rape by Force									
Assault to Rape - Attempts									
<b>ROBBERY</b>									
Firearm									
Knife or Cutting Instrument									
Other Dangerous Weapon									
Strong Arm (Hands, Feet, etc.)									
<b>ASSAULT</b>									
Firearm									
Knife or Cutting Instrument									
Other Dangerous Weapon									
Hands, Fists, Feet, etc.	4	29	4	6	54	6	2	19	0
<b>BURGLARY</b>									
Forcible Entry									
Unlawful Entry - No Force									
Attempted Forcible Entry									
<b>LARCENY - THEFT (Exc. Motor Vehicles)</b>	60	429	3	66	597	6	76	706	0
<b>MOTOR VEHICLE THEFT</b>									
Autos				2	18	2			
Trucks and Buses	1	7	0						
Other Vehicles									
<b>ARSON</b>									
<b>TOTAL PART I OFFENSES</b>	<b>65</b>	<b>465</b>	<b>7</b>	<b>74</b>	<b>669</b>	<b>14</b>	<b>78</b>	<b>725</b>	<b>0</b>
<b>PART II OFFENSES</b>									
<b>Assaults - Non-Aggravated</b>	1	7	1	6	54	6	6	56	0
<b>Forgery and Counterfeiting</b>									
<b>Fraud</b>	1	7	1	1	9	0			
<b>Embezzlement</b>									
<b>Stolen Prop., Rec., Possess., etc.</b>									
<b>Vandalism</b>	1	7	0	11	99	0	11	102	0
<b>Weapons, Carrying, Possess., etc.</b>									
<b>Prostitution &amp; Commercialized Vice</b>									
<b>Sex Offenses (Exc. Prostitution &amp; Rape)</b>				1	9	0	2	19	0
<b>Drug Abuse Violations</b>									
<b>S</b> Opium-Cocaine									
<b>A</b> Marijuana									
<b>L</b> Synthetic									
<b>E</b> Other									
<b>P</b> Opium-Cocaine									
<b>O</b> Marijuana	9	64	9	8	72	7	2	19	0
<b>S</b> Synthetic	9	64	9						
<b>S</b> Other							1	9	0
<b>Gambling</b>									
Book Making									
Numbers, etc.									
<b>Offenses Against Family &amp; Children</b>				1	9	1	2	19	0
<b>Driving Under the Influence</b>									
<b>Liquor Laws</b>									
<b>Drunkenness</b>	2	14	2	2	18	2	1	9	0
<b>Disorderly Conduct</b>	17	122	15	23	208	22	21	195	0
<b>Vagrancy</b>									
<b>All Other Offenses (Exc. Traffic)</b>	48	343	4	45	407	31	66	613	0
<b>TOTAL PART II OFFENSES</b>	<b>88</b>	<b>628</b>	<b>41</b>	<b>98</b>	<b>885</b>	<b>69</b>	<b>112</b>	<b>1041</b>	<b>0</b>
<b>TOTAL PART I &amp; PART II OFFENSES</b>	<b>153</b>	<b>1093</b>	<b>48</b>	<b>172</b>	<b>1554</b>	<b>83</b>	<b>190</b>	<b>1766</b>	<b>0</b>

<b>Milton S. Hershey Medical Center</b>	
Full Time Employees	9,975
Students	792

\*RATE: Per 100,000 population. Population is calculated using full-time equivalent students, faculty, and staff.  
 \*\*Reasonably contiguous buildings/property owned by Penn State or student organizations recognized by Penn State.  
 (" ) " indicates the number of incidents, if any, that are classified as hate crimes by the Hate Crimes Statistics Act (28 U.S.C. 534).  
 Footnote: These statistics comply with the Pennsylvania Campus Security Act (PA Title 24 Section 2502-1 to -5) enacted May 1988.  
 (a) Aggravated Assault



# Housing Report

## (1) Types of student housing available

Penn State College of Medicine offers the following types of housing for students on campus (the University does not operate any student housing off campus):

- **Manor West Apartments:**  
31 – four-bedroom furnished apartments for four single students, with shared living room, bathroom, and kitchen (used primarily for undergraduate students but also houses some single Medical and Graduate students as well as short-term tenants).
- **Manor East Apartments:**  
24 – one-bedroom, 208 – two-bedroom, and 16 – three-bedroom unfurnished apartment units for single students and/or students with families (used primarily by our Medical, Graduate, and Post-Graduate populations).
- **VIP apartment (located in Manor West):**  
1 – two-bedroom furnished apartment for guests on official University business.

## (2) Policies on housing assignment and requests by students for assignment changes

Students submit applications on-line, by mail, via facsimile, or in person at the Housing Office. On the application, the student indicates housing preferences, such as apartment type, requested date of occupancy, ADA requirements, and roommate preference. The Housing Office begins the process of assigning a room and/or apartment based upon the requested date of occupancy, date of application, and apartment type requested. A student interested in changing their preferences after the deadline may make a request; however, honoring that request it is not guaranteed.



## Roommate Issues

When the Housing Office becomes aware of a conflict between roommates, a meeting is scheduled with the students in question and the Housing Manager. The purpose of this meeting is to let the parties involved air their concerns and identify possible solutions with a neutral third party. In the vast majority of instances, this meeting ends with all stake holders agreeing to an outcome that fairly addresses the core issue(s). In instances where no such compromise can be reached, the affected parties are split-up and reassigned.

## Emergencies

In a true emergency situation, the Housing Manager is contacted and will initiate the relocation of the student(s) immediately.

## (3) Policies concerning the identification and admission of visitors in student housing facilities

The policy for guests is found in the *Housing Lease Rules* and Regulations, which the student agrees to when accepting a Housing Lease. The policy states:

### GUESTS

Student apartments are intended for use by tenants of the building and their invited guests. A guest is defined as a person visiting a tenant in a student apartment at the tenant's invitation. Delivery persons are not considered to be guests for purposes of this policy.

The following stipulations relate to all guests:

1. It is the responsibility of the host student to ensure that their guests are aware of University and Student Housing policies. Guests are held responsible for their own actions and for knowledge of University and Student Housing policies. However, the hosts are held accountable for damages committed by their guests. Hosts are also held accountable for their guests' behavior.
2. Tenants in a shared apartment are permitted to have guests in their rooms only if there is no objection from their roommate(s).
3. Room keys will not be provided for guests. Tenants are not to give their keys to a guest in order for them to gain entrance to the apartment.
4. Students may have an overnight guest in their room for a maximum of seven consecutive nights. The University reserves the right to revoke this privilege. Guests may not move from one host's room to another in order to extend their stay in the apartment.
5. Only tenants and their invited guests are permitted in the tenant's apartment. Individuals found in the apartment who are not tenants or guests of the tenant are considered trespassing.
6. Campus Security and Housing Staff members will confront any individual if they are not recognized as a tenant and/or the tenant is not escorting them.

Students charged with violations of the guest regulation will be subject to University disciplinary action. An unescorted guest who is a student of the University shall be subject to University discipline.



#### **(4) Measures to secure entrances to student housing facilities**

All apartment entrances to student apartments are equipped with deadbolt locks and are to remain locked 24 hours a day. Only tenants of the apartment are granted access to the apartment. If a student does not have their keys, they are to proceed to the Housing Office during normal working hours where their identity will be verified and a temporary key issued. After normal working hours, they are to contact Security Post 2 to make arrangements for access to their apartment. Campus Security will meet the tenant at their apartment, verify their identity, and facilitate apartment access.

Housing Maintenance staff will check the security of apartment doors during the normal course of completing scheduled maintenance evolutions and work order requests. If an entry door is found unlocked, the Maintenance staff will immediately lock the door and a reminder to secure the premises is forwarded to the tenant.

#### **(5) Standard security features used to secure doors and windows in students' rooms**

##### **Doors**

Apartment entry doors are equipped with lockable door handle and deadbolt. Student bedrooms doors feature a Stanley lock, locking mechanism that requires a key to open. Each student is issued a key with a unique code and a "Do Not Duplicate" stamp for the apartment entry door and their bedroom door. If the student reports a key is lost or stolen, the associated core is changed immediately, if an entry door—all occupants receive a new replacement key, if a bedroom door—only the affected student will receive a new key.

##### **Windows**

All apartment windows are lockable. During apartment turn-around, Maintenance Housing staff double-check that the locking mechanism is functioning properly and that all windows are locked. The actual locking mechanism varies between the Manor East and Manor West Student Housing complexes due to different window types, but essentially functions in the same manner.

#### **(6) Type and number of employees, including security personnel, assigned to the student housing facilities that includes a description of their security training**

The Security Department staff, in conjunction with Derry Township Police, provide security services to the student housing areas as part of their mission and responsibilities for the entire Penn State Milton S. Hershey Medical Center complex. No security officers are specifically assigned to Student Housing; however, the Penn State Hershey Department of Security consists of 20 Security Officers, 3 Senior Patrol Officers, one Supervisor, one Assistant Chief and one Chief. The patrol officers provide security assistance and patrol of the University Manor East and West complexes. All officers have training in all aspects of security work, safety protocols, CPR training and Psychiatric Emergency Assist Training.

##### **Housing Staff**

Housing staff with building access:

- Manager – 1
- Maintenance Supervisor – 1
- Technical Service Staff – 4
- Housing Office Staff – 2

##### **Training Housing Staff:**

Housing staff receive annual fire safety training and participate in operational testing of apartment fire alarm and sprinkler systems. Housing staff will report all suspicious activity and question strangers encountered within the Student Housing complexes. All security specific matters are turned over to the Security Department for investigation and action.

##### **Other Access Groups**

No other groups are permitted access to student apartment without an escort from the Housing Department.

#### **(7) The type and frequency of programs designed to inform student housing residents about housing security and enforcement procedures**

During student orientation, information about safety policies is reviewed (keeping entry and bedroom room doors locked, reporting lost keys, emergency contact numbers, escort program).

In the *Rules and Regulations* Section of each Tenant's Lease, they are reminded of their role in maintaining the safety and security of the housing complex in which they live. Specifically, they are encouraged to refrain from behaviors that may compromise their safety or security (i.e. leaving door propped open or unlocked, leaving windows open or unlocked) or that of their roommate, if applicable. Tenants are also encouraged to immediately report all suspicious activity or unauthorized personnel encountered.

Upon arrival, each tenant is provided with written instructions describing emergency equipment, procedures, and contact information to be used in the event of an emergency. Periodic reminders are emailed to students/tenants reminding them of these policies/obligations.



**(8) Policy and any special security procedures for housing students during low-occupancy periods such as holidays and vacation periods**

Undergraduate Students have three (3) official closedown periods during the academic year: fall break, winter break, and spring break. During the winter break, all undergraduate students are required to vacate their apartments. These tenants are provided instructions on what to do before leaving for the break (heat settings, closing/locking windows, securing belongings, locking room, returning their keys to the Housing Office). During this period, Housing Maintenance staff inspects the apartments and complete work orders in the undergraduate apartments. Undergraduate Student Housing is also co-located with the Housing Office. Both Housing Office Staff and Maintenance Staff patrol during this period of time to insure safety and security of the undergraduate complex.

Postgraduate students are located in family-style apartment and are not required to vacate their apartment until they graduate. Housing Maintenance Staff are instructed to be alert and immediately report and suspicious activity within the complex. They are also instructed to challenge and request identification of all strangers they meet within the complex.

**(9) Policy on the housing of guests and others not assigned to the student housing or not regularly associated with the institution of higher education**

The policy for overnight guests in student apartments is addressed in Section (3) “Policies concerning the identification and admission of visitors in student housing facilities” of the tenant lease.

Non-students may reside on-campus only with prior approval of the Dean’s Office. The length of their stay is restricted to the time required to complete their official business with the University. During their stay, they are subject to the same *Rules and Regulations* as the rest of the student population.

**(10) Number of undergraduate and graduate students living in student housing**

Occupancy can fluctuate throughout the academic year. In the fall semester, occupancy averages around 98%. Occupancy typically decreases in the spring semester, as tenants’ complete off-campus rotations, grants expire, and students graduate, with an average of 90%.

Housing Area	Number of Students	Student Type
Manor East	271	Medical Students (Postgraduate)
Manor East	67	Graduate Students (Postgraduate)
Manor East	11	MD/PHD Program (Postgraduate)
Manor East	32	Post Doctorate/Scholars (Postgraduate)
Manor East	24	Medical Residents (Postgraduate)
Manor West	8	Medical Students (Postgraduates)
Manor West	105	Nursing Students (Undergraduate)

# Annual Fire Safety Report



The Higher Education Opportunity Act enacted on August 14, 2008, requires institutions that maintain on-campus student housing facilities to publish an annual fire safety report that contains information about campus fire safety practices and standards of the institution. The following report details all information required by this act for the Penn State Hershey campus of The Pennsylvania State University.

## Definitions

The following terms are used within this report. Definitions have been obtained from the Higher Education Opportunity Act.

**On-Campus Student Housing** – A student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within a reasonable contiguous area that makes up the campus.

**Fire** – Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

## Fire Safety

Penn State takes fire safety very seriously and continues to enhance its programs to the University community through education, engineering, and enforcement. Educational programs are presented throughout the year to faculty, staff, and students so they are aware of the rules and safe practices. These programs, which are available at all campuses include identification and prevention of fire hazards, actual building evacuation procedures and drills, specific occupant response to fire emergencies, and hands-on use of fire extinguishers.

Penn State has been a leader in ensuring the safety of students, faculty, staff, and visitors who live and work in University-operated residences. Automatic sprinkler systems and fire alarm systems are recognized engineered building features that help to provide for a fire-safe living environment. All University-operated residence halls and apartments are provided with automatic sprinkler systems,

smoke detectors, and building fire alarm systems to provide early detection and warning of a possible fire emergency.

The University maintains and tests all fire alarms and automatic fire suppression systems in accordance with the appropriate National Fire Protection Association Standard to ensure system readiness and proper operation in the event of a fire emergency.

The University has adopted and developed numerous Safety Policies and Guidelines to help promote a safe living and work environment at all University locations. These policies, guidelines, and other fire safety information can be accessed at <http://www.ehs.psu.edu>.

Additional protection is provided by Penn State Hershey Police officers who are trained for initial response to fire incidents occurring at Penn State Hershey facilities. Officers provide assistance in building evacuation and extinguishment and confinement of small fires.

## 2010/2011/2012 Fire Statistics for On-Campus Student Housing Facilities

Date	Location	Address	Cause	Damage Amount	Injuries	Deaths
10/17/10	University Manor East Apartment, #116	500 University Dr.	Unintentional – cooking	0	0	0
1/17/2011	Manor East	300 University Dr.	Unintentional – Grease Fire	\$34.41	0	0
5/8/2011	Manor East	300 University Dr.	Unintentional – Cooking	\$225.00	0	0
8/2/2011	Manor East	300 University Dr.	Unintentional – Grease Fire	\$2452.31	0	0
No Fires to Report in 2012						

## Description of On-Campus Student Housing Fire Safety Systems—Residence Halls/Apartments

Building	Address	Total Fires			Fire Sprinkler Coverage/ Manual Pull Stations	Fire Extinguisher (5lb ABC Dry Chemical)	Fire Alarm Systems (Smoke Detectors)	Monitored Fire Alarm System	Fire Rated Corridors	# Fire Drills
		2010	2011	2012						
University Manor East Apartment	300 University Manor West Hershey, Pa 17033	1	3	0	Full Sprinkler Coverage with 6 Manual Pull Stations	Available in each Apartment	Smoke Detectors	Yes	N/A	N/A
University Manor West Apartment	300 University Manor West Hershey, Pa 17033	0	0	0	Full Sprinkler Coverage and no Manual Pull Stations	Available in each Apartment	Smoke Detectors	Yes	N/A	N/A

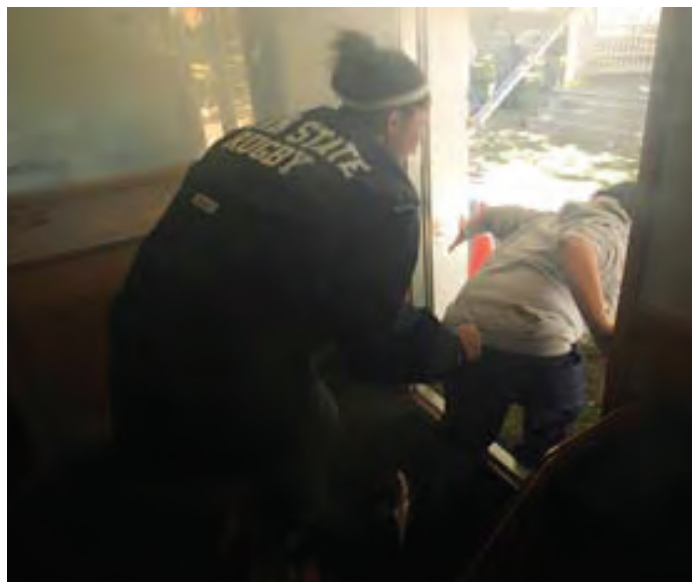
N/A = Not Applicable

### Prohibitions on Portable Electrical Appliances, Smoking, and Open Flames

All on-campus housing facilities prohibit the following activities and items.

1. Smoking is prohibited on campus, except in individual apartments.
2. The presence or use of candles, incense burners, oil lamps, and other open-flame device is not permitted in on-campus housing facilities.
3. The presence or use of torchiere halogen floor lamps is not permitted in any building.
4. Individuals shall not obstruct or tamper with fire safety equipment (e.g., sprinklers, fire alarms, fire extinguishers).
5. The possession or use of fireworks is not permitted.
6. Occupant-provided refrigerators and microwaves are not permitted in on-campus housing facilities.

Additional information about apartment living and policies is available at <http://www.pennstatehershey.org/web/housing/home/tenants/policies>.



### Emergency Procedures

The Penn State College of Medicine Housing provide tenants with emergency procedures as follows:

#### If you discover a fire – R.A.C.E. is required:

1. **Rescue** persons in immediate danger to safety. Warn others who are close to the fire.
2. **Alarm** by pulling the nearest pull box and dialing the fire emergency phone number (8888). Give as much information to the call taker about the emergency and the exact type and location of the emergency.
3. **Confine** the fire and smoke by closing all doors and windows. Do not lock closed doors. Do not turn off lights.
4. **Extinguish/Evacuate**—If you have been trained and can do so safely, you may use the fire extinguisher to extinguish the fire. If not, evacuate the apartment.

#### Evacuation from the building:

1. Upon activation of the fire alarm system, everyone shall immediately leave the building.
2. Feel the door. If it is hot, do not open it.
3. If the door is cool, crouch low and open the door slowly. Close the door quickly if smoke is present.
4. If the hallway is smoke-free or there is a light smoke condition, proceed to the nearest exit. If a light smoke condition is present stay below the smoke (crouch or crawl).
5. Leave the building and meet at your designated evacuation meeting site.
6. Never use elevators during a fire evacuation.

#### If you are trapped in your room:

1. Place material (e.g., clothing, rug) at base of door to prevent smoke from entering the room.
2. Open your window, wave a piece of material and yell to attract the attention of people outside.
3. Call 8888 and report your location.
4. Stay low; breathe fresh air near the windows.
5. Await rescue.



### **Fire Safety Rules and Regulations for Tenants**

The Penn State College of Medicine Housing Office provides apartment regulations to tenants. Some of the topics include:

1. Emergency numbers and procedures
2. Candles and other open-flame devices
3. Fire alarm systems and reporting
4. Fireworks and firearms
5. Gas grills
6. Halogen lamps

Additional tenant information is available at:  
<http://pennstatehershey.org/web/housing/home/tenants/policies>

### **Fire Incident Reporting**

To report a fire or medical emergency, tenants shall immediately call 8888 from a safe location.

Immediate notification for a non-emergency incident (e.g., fire is out, evidence that something burned, attempted intentional burning of material) shall be made to:

Building Operations Center (BOC).....	717-531-8096
Security .....	717-531-8711
Housing/Apartment Office .....	717-531-8210
Housing/Apartment Office Fax .....	717-531-5138
Safety.....	717-531-7297

### **Plans for Future Improvements in Fire Safety**

Penn State College of Medicine continues to monitor trends related to residence hall fire incidents and alarms to provide a fire-safe living environment for all students. New programs and policies are developed as needed to help ensure the safety of all students, faculty, and staff.

## **IMPORTANT PHONE NUMBERS**

**Department of Security**  
 Penn State Hershey/ Hershey Medical Center  
 2nd Floor, Eastmoor Building  
 717-531-8711  
 Police/Fire/EMS  
 8888

**Pennsylvania State Police**  
 8000 Bretz Drive Harrisburg, Pennsylvania 17112  
 717-671-7500  
 814-470-2238

**Derry Township Police**  
 620 Clearwater Rd., Hershey, PA 17033  
 717-534-2202

**Student Health Center**  
 717-531-5998

**Hershey Medical Center**  
 717-531-8521

**Campus Emergency Hotline**  
 717-531-8888

## In Case of Emergency

### DIAL: 8888

### on any telephone

You can reach Department of Security by dialing **717-531-8711**

University Police may also be reached by pressing the emergency button on any of the emergency or courtesy phones located around campus.





## PSUTXT

PSUTXT is an emergency notification text messaging service that allows Penn State to send messages to your cell phone in the event of a campus emergency, such as weather-related school closings, delays, and other news alerts. Your subscription is free for this service, but your phone plan may charge for receiving text messages. To register, go to <http://psutxt.psu.edu> and follow the instructions. To verify that you have subscribed, you will receive a text message at the cell phone number you provided. Then, follow the instructions you receive in order to validate your subscription. You can also subscribe to receive these messages via email using the same website referenced above.

## Register to Vote

All students are urged to register to vote in local, state, and national elections. Go to [http://www.pikepa.org/election/dl/pa\\_voter\\_registration.pdf](http://www.pikepa.org/election/dl/pa_voter_registration.pdf) for a printable Voter Registration Application. Note that Adobe Acrobat must be loaded to view the Voter Registration Application.

