



**OPH Southeast Region 9**  
**2025 REGIONAL SEXUAL ASSAULT RESPONSE PLAN**

**January 2025**

Report Coordinated and Compiled By:

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## OVERVIEW

During the 2015 Regular Legislative Session, the Louisiana Legislature passed ACT No. 229, which addresses the treatment and billing of survivors of a sexually-oriented criminal offense. The legislation, which is now R.S. 40:1216.1, was enacted to ensure survivors have access to a forensic medical examination in every parish and to ensure no hospital or healthcare provider bill a survivor for any healthcare services rendered in conducting a forensic medical examination.

R.S. 40:1216.1 mandates the Louisiana Department of Health (LDH) to coordinate an annual sexual assault response plan for each of its nine regional health service districts. Each plan shall incorporate a sexual assault response team protocol. In OPH Region 9, the Jefferson Parish Coroner's Office Sexual Assault Nurse Examiner (JPCO SANE) Program officially serves as the OPH Southeast Region 9's regional sexual assault response team (since May 20, 2024) and will perform the forensic medical exams (FMEs) at the designated facilities in St. Tammany, St. Helena, Tangipahoa, Livingston, and Washington Parishes. SEE APPENDIX A for the JPCO SANE PROGRAM ALGORITHMS. Also, the JPCO SANE Program Team will continue to collect regional FME data from the designated facilities in Region 9 for policy development, process improvement, training, etc. SEE APPENDIX B for the Region IX Statistics Form. The coroners in Region 9 have agreements in place with the JPCO SANE Program to perform the FMEs in the Region 9 designated facilities/ERs. However, the emergency room physicians/designated providers will continue to perform the adult FMEs in all designated facilities when the JPCO SANE Program Team is unavailable.

Input was solicited from the OPH Region IX coroners and other regional SAR partners in the January 27, 2025 meeting regarding any updates and/or changes needed for the 2025 SAR Plan. SEE APPENDIX E for a copy of notices sent to stakeholders about the SAR planning meeting, a list of the individuals and organizations that were provided notice, and the method and timing of the notice provided. SEE APPENDIX F for a list of the individuals and organizations in attendance at the meeting.

The following 2025 OPH Southeast Region 9 Sexual Assault Response Plan includes the consensus-recommended updates/changes (SEE APPENDIX H) and will be submitted to the LDH Secretary for approval. The plan also meets the statutory mandates of Louisiana

R.S. 40:1216.1 and of ACT No. 669 of the 2024, as outlined below, and includes the procedures, which shall constitute minimum standards for the operation and maintenance of hospitals:

- a) Provide an inventory of all available resources and existing infrastructure in the region and clearly outline how the resources and infrastructure will be incorporated in the most effective manner. **(Pages 4-6)**
- b) Clearly outline the entity responsible for the purchase of sexual assault collection kits and the standards and procedures for the storage of the kits prior to use in a forensic medical examination. **(Page 7)**
- c) Clearly outline the standards and procedures for a survivor to receive a forensic medical examination, as defined in R.S. 15:622, to ensure access to such an examination in every parish. The plan shall designate a hospital or healthcare provider to be the lead entity for sexual assault examinations for adult survivors and a hospital or healthcare provider to be the lead entity for sexual assault examinations for pediatric survivors. The plan shall also include specific details directing first responders in the transport of survivors of a sexually oriented crime, the appropriate party to perform the forensic medical examination, and any required training for a person performing a forensic medical examination. **(Pages 8-17 and 21-22 )**
- d) Clearly outline the standards and procedures for the handling and payment of medical bills related to the forensic medical examination to clarify and ensure that those standards and procedures are in compliance with this Section and any other applicable section of law. **(Page 20 )**
- e) Clearly outline the standards and procedures for the transfer of sexual assault collection kits pursuant to ACT No. 669 of the Louisiana 2024 Regular Session and any other applicable sections of law. ACT No. 669 E.(2)e **(Pages 18-19)**

# OPH Region 9 Sexual Assault Response Plan

The **2025 OPH Southeast Region 9 Sexual Assault Response Plan** outlines the coordinated, multidisciplinary response of medical professionals, law enforcement agencies, criminal justice personnel, survivor advocacy agencies, crime laboratory personnel, and support agencies to sexual assaults in St. Tammany, St. Helena, Tangipahoa, Livingston, and Washington Parishes. This consensus-recommended regional response plan ensures that survivors of sexual assaults have immediate access to coordinated care that is survivor-centered, respectful, and both culturally and age-appropriate. It also ensures that survivors are provided with complete information about choices and have the autonomy to make informed decisions about the care they want to receive. OPH Region 9 will continue to update the regional sexual assault response plan every year in an effort to improve medical treatment and evidence collection outcomes and to maximize continuity of care for survivors of a sexually oriented criminal offense.

## SEXUAL ASSAULT RESPONSE RESOURCES AND INFRASTRUCTURE

The OPH Region 9 *Sexual Assault Response Team* consists of key responders who will ensure that survivors have access to medical, law enforcement, advocacy, and prosecutorial services.

- **Five (5) Coroners**

Name	Jurisdiction
Honorable Dr. Ronald Coe	Livingston Parish
Honorable Dr. Jimmie Varnado	St. Helena Parish
Honorable Dr. Christopher Tape	St. Tammany Parish
Honorable Dr. Rick Foster	Tangipahoa Parish
Honorable Dr. Roger Casama	Washington Parish

- **Two (2) District Attorneys**

Name	District	Parishes
Honorable Scott M. Perrilloux	21 <sup>st</sup> J.D.	Livingston, St. Helena, Tangipahoa
Honorable J. Collin Sims	22 <sup>nd</sup> J.D.	St. Tammany, Washington

- **Emergency Medical Services**

Organizations	Parishes
Acadian Ambulance Service	Livingston, St. Helena, Tangipahoa, St. Tammany
Northshore EMS	Washington
St. Tammany Fire District 1	St. Tammany (Slidell) – ambulance unit responds to medical emergencies but doesn't transport patients. Acadian Ambulance transports patients for St. Tammany FD 1.
St. Tammany Fire District 3	St. Tammany (Lacombe)
St. Tammany Fire District 4	St. Tammany (Mandeville)
St. Tammany Fire District 11	St. Tammany (Pearl River)

- **Hospital Emergency Room (ER) Services**

<b>Designated Region 9 Hospitals/ERs</b>	<b>Location</b>	<b>Parish</b>
Slidell Memorial Hospital - East (formerly Ochsner Hospital – Northshore)	Slidell	St. Tammany
Lakeview Hospital (formerly Lakeview Regional Medical Center)	Covington	St. Tammany
St. Tammany Parish Hospital	Covington	St. Tammany
Covington Trace Hospital and ER	Covington	St. Tammany
Slidell Memorial Hospital	Slidell	St. Tammany
Hood Memorial Hospital	Amite	Tangipahoa
Lallie Kemp Medical Center	Independence	Tangipahoa
North Oaks Medical Center	Hammond	Tangipahoa
Riverside Medical Center	Franklinton	Washington
Our Lady of the Angels (OLOA)	Bogalusa	Washington
St. Helena Parish Hospital	Greensburg	St. Helena
**Our Lady of the Lake (LOL)’s “ <i>stand-alone</i> ” ER	Walker	Livingston
**St. Tammany Parish Hospital’s “ <i>stand-alone</i> ” ER	Mandeville	St. Tammany

- **Sexual Assault/Rape Crisis and Advocacy Centers/Programs (See p. 17 also)**

- 3- Accredited Sexual Assault Centers (SACs)
- 2- Child Advocacy Centers (CACs)
- 1- Statewide Coalition Agency (LaFASA)

<b>Name</b>	<b>Region 9 Location</b>	<b>Service Area</b>
Washington Parish Rape Crisis Center/ADAPT, Inc. (LAFASA accredited <u>SAC</u> in Region 9)	Bogalusa Hammond	<b>Washington, St. Helena and Tangipahoa Parishes</b>
Sexual Trauma Awareness and Response (STAR) (LAFASA accredited <u>SAC</u> in Region 2)	No physical location in Region 9, but provides hospital advocates and virtual services in the region	<b>Livingston Parish</b> (East Baton Rouge, West Baton Rouge, Ascension, East Feliciana, West Feliciana, Iberville, Pointe Coupee)
Metro Centers for Community Advocacy (LAFASA accredited <u>SAC</u> in Region 1)	Mandeville (satellite office)	<b>St. Tammany Parish</b> (Jefferson, St. Bernard, Plaquemines, St. Charles, St. John the Baptist, and St. James)
Child Advocacy Services ( <u>CAC</u> in Region 9)	Hammond (administrative office) Amite (services) Denham Springs (service)	<b>Tangipahoa, St. Helena, and Livingston Parishes</b> (Ascension, St. Charles, St. James, West Feliciana, Assumption, and St. John the Baptist Parishes)
Hope House Children’s Advocacy Center ( <u>CAC</u> in Region 9)	Covington (headquarters) Bogalusa (satellite office)	<b>St. Tammany and Washington Parishes</b>
Louisiana Foundation Against Sexual Assault (LaFASA)	No physical location in Region 9	<b>Statewide</b> (office is in Baton Rouge)

- **Crime and DNA Labs**

- St. Tammany Parish Coroner's Office DNA Lab – cases from all parishes
- St. Tammany Parish Sheriff Office Crime Lab – St. Tammany cases only
- Louisiana State Police Crime Lab – cases from all parishes

- **Law Enforcement**

- **Southeastern Louisiana University Police Department** – Interim Chief Carmen Bray
- **Five Parish Sheriffs**

Name	District	Parishes Covered
Sheriff Jason G. Ard	21 <sup>st</sup> J.D.	Livingston Parish
Sheriff “Clay” Chutz	21 <sup>st</sup> J.D.	St. Helena Parish
Sheriff Randy Smith	22 <sup>nd</sup> J.D.	St. Tammany Parish
Sheriff Gerald D. Sticker	21 <sup>st</sup> J.D.	Tangipahoa Parish
Sheriff Jason Smith	22 <sup>nd</sup> J.D.	Washington Parish

- **27 Local Police Chiefs**

Parish	Name	Jurisdiction
ST. TAMMANY	Chief Randy Fandal	Slidell Police Department
	Chief Todd Schliem	Mandeville Police Department
	Chief Michael Ferrell	Covington Police Department
	Town Marshal Barney Tyrney	Madisonville Police Department
	Chief Shilo Bruhl	Folsom Police Department
	Chief Jack Sessions	Pearl River Police Department
	Chief Anthony J. Moreci	Sun Marshal's Office
WASHINGTON	Chief James Smith	Bogalusa City Police Department
	Chief Justin Brown	Franklinton Police Department
	Chief Gilbert Hartzog, Jr.	Angie Police Department
	Chief Louis Adams	Varnado Police Department
TANGIPAHOA	Chief Edwin Bergeron, Jr.	Hammond Police Department
	Chief Frank Edwards, III	Independence Police Department
	Chief Lendrick Francois	Amite City Police Department
	Chief Frank Dibenedetto	Tickfaw Police Department
	Chief Andrew Henderson	Roseland Police Department
	Chief Michael Kazerooni	Kentwood Police Department
	Chief Bry Layrisson	Ponchatoula Police Department
LIVINGSTON	Chief Jimmy Jones	Springfield Police Department
	Chief David Addison	Walker Police Department
	Chief Randy Dufrene	Livingston Police Department
	Chief Boyd Wilde	Albany Police Department
	Chief Cary Mosby	French Settlement Police Department
	Chief Rodney Walker	Denham Springs Police Department
	Chief Steven Fontenot	Killian Police Department
	Chief Bobby Hopson	Port Vincent Police Department
ST. HELENA	Chief Cedric Burise	Greensburg Police Department
	Chief Cedric Burise	Montpelier Police Department

## SEXUAL ASSAULT COLLECTION KITS

### 1. Contents of the Sexual Assault (SA) Collection Kits

*In OPH Region 9*, all sexual assault collection kits used in a forensic medical examination shall continue to meet the standards and requirements developed by the Louisiana Department of Health (LDH) and the Department of Public Safety and Corrections (DPSC).

### 2. Purchase and Storage of the SA Collection Kits

*In OPH Region 9*, all emergency rooms (ERs) in the **11** designated (Tier I) full-service hospitals and the two (2) stand-alone ERs (See chart below.) will be responsible for the purchase\*\* of the SA collection kits **and** the storage of the kits prior to use. Vendor selection, SA collection kit selection/ordering, and inventory management of the unused kits are the responsibility of each designated hospital and the stand-alone ERs.

\*\*NOTE: Must purchase SA collection kits from a state recommended/approved vendor.

Designated Region 9 Hospitals/ERs	Location	Parish
Slidell Memorial Hospital - East (formerly Ochsner Hospital – Northshore)	Slidell	St. Tammany
Lakeview Hospital (formerly Lakeview Regional Medical Center)	Covington	St. Tammany
St. Tammany Parish Hospital	Covington	St. Tammany
Covington Trace Hospital and ER	Covington	St. Tammany
Slidell Memorial Hospital	Slidell	St. Tammany
Hood Memorial Hospital	Amite	Tangipahoa
Lallie Kemp Medical Center	Independence	Tangipahoa
North Oaks Medical Center	Hammond	Tangipahoa
Riverside Medical Center	Franklinton	Washington
Our Lady of the Angels (OLOA)	Bogalusa	Washington
St. Helena Parish Hospital	Greensburg	St. Helena
**Our Lady of the Lake (LOL)’s “ <i>stand-alone</i> ” ER	Walker	Livingston
**St. Tammany Parish Hospital’s “ <i>stand-alone</i> ” ER	Mandeville	St. Tammany

# FME STANDARDS AND PROCEDURES

This section clearly outlines the standards and procedures for a survivor to receive a forensic medical examination, as defined in Louisiana R.S. 15:622, to ensure access to such an examination in every parish in OPH Region 9.

## 1. **DESIGNATED LEAD MEDICAL ENTITIES/FACILITIES AND PROVIDERS**

In OPH Region 9, the following hospitals and healthcare providers have been designated by the coroners (and approved by stakeholders) to serve as lead entities to perform the medical screenings and forensic medical exams.

### **FOR ADULTS (aged 18 years and older)**

#### • **OPH Region 9 Designated Lead Medical Facilities for Medical Screenings and FMEs:**

- All emergency rooms (ERs) in the 11 full-service hospitals and the two stand-alone ERs in Region 9 are designated lead medical facilities. (See chart below.)

<b>Designated Region 9 Hospitals/ERs</b>	<b>Location</b>	<b>Parish</b>
Slidell Memorial Hospital - East (formerly Ochsner Hospital – Northshore)	Slidell	St. Tammany
Lakeview Hospital (formerly Lakeview Regional Medical Center)	Covington	St. Tammany
St. Tammany Parish Hospital	Covington	St. Tammany
Covington Trace Hospital and ER	Covington	St. Tammany
Slidell Memorial Hospital	Slidell	St. Tammany
Hood Memorial Hospital	Amite	Tangipahoa
Lallie Kemp Medical Center	Independence	Tangipahoa
North Oaks Medical Center	Hammond	Tangipahoa
Riverside Medical Center	Franklinton	Washington
Our Lady of the Angels (OLOA)	Bogalusa	Washington
St. Helena Parish Hospital	Greensburg	St. Helena
**Our Lady of the Lake (LOL)’s “stand-alone” ER	Walker	Livingston
**St. Tammany Parish Hospital’s “stand-alone” ER	Mandeville	St. Tammany

#### • **OPH Region 9 Designated Lead Healthcare Provider(s) for Medical Screenings:**

- All ER physicians and healthcare provider(s) authorized to perform medical screenings who work in the Region 9 designated facilities and are on duty when a sexual assault survivor presents to the ER, will perform the medical screening.

#### • **OPH Region 9 Designated Lead Healthcare Provider(s) for FMEs:**

- The Jefferson Parish Coroner’s Office (JPCO) SANE Program Team, as designated by the coroners and SAR stakeholders in St. Tammany, St. Helena, Washington, Tangipahoa, and Livingston Parishes, may perform FMEs in all designated Region 9 ERs, upon consultation by the ER physicians and after the patient is medically cleared for the exam. SEE APPENDIX A for JPCO SANE Algorithms for adults.
- **HOWEVER**, if the JPCO SANE team is unavailable to perform an FME, then the ER physician who is on duty in the designated medical facility when a sexual assault survivor presents to the ER, will perform the FMEs (with the aid of an ER nurse).



**FOR CHILDREN (under age 18 years):**

*If a pediatric sexual assault (SA) survivor presents to one of the hospital ERs in OPH Region 9, including the stand-alone ER, then the ER M.D. must perform the medical screenings/exams of the child to address any emergent/immediate medical needs and clear them (if possible, at that time) for the forensic medical exam to be performed at the designated facility/entity for pediatric FMEs. NOTE: A pediatric SA survivor's advocate should be present for all FMEs.*

• **OPH Region 9 Designated Lead Medical Facilities for Pediatric Medical Screenings:**

- All emergency rooms (ERs) in the 11 full service hospitals and the two stand-alone ERs in Region 9 are designated facilities for medical screenings. (See chart below.)

Designated Region 9 Hospitals/ERs	Location	Parish
Slidell Memorial Hospital - East (formerly Ochsner Hospital – Northshore)	Slidell	St. Tammany
Lakeview Hospital (formerly Lakeview Regional Medical Center)	Covington	St. Tammany
St. Tammany Parish Hospital	Covington	St. Tammany
Covington Trace Hospital and ER	Covington	St. Tammany
Slidell Memorial Hospital	Slidell	St. Tammany
Hood Memorial Hospital	Amite	Tangipahoa
Lallie Kemp Medical Center	Independence	Tangipahoa
North Oaks Medical Center	Hammond	Tangipahoa
Riverside Medical Center	Franklinton	Washington
Our Lady of the Angels (OLOA)	Bogalusa	Washington
St. Helena Parish Hospital	Greensburg	St. Helena
**Our Lady of the Lake (OLOL)'s "stand-alone" ER	Walker	Livingston
**St. Tammany Parish Hospital's "stand-alone" ER	Mandeville	St. Tammany

• **OPH Region 9 Designated Lead Medical Facility for ACUTE Pediatric FMEs:**

Parish	Designated Lead Medical Facility for ACUTE Pediatric FMEs	
Livingston Parish***	OLOL Pediatric ER in Baton Rouge	***JPCO SANE will perform acute pediatric FMEs on children ≥ 13 yrs. of age in the OLOL “stand-alone” ER in Walker, La. and for any child <18 yrs. at all designated ERs in St. Tammany Parish (per facility request). SEE APPENDIX A for the JPCO SANE <b>PEDIATRIC</b> ALGORITHMS
St. Helena Parish	Children’s Hospital New Orleans ER	
St. Tammany Parish***	Children’s Hospital New Orleans ER	
Tangipahoa Parish	Children’s Hospital New Orleans ER	
Washington Parish	Children’s Hospital New Orleans ER	
NOTE 1: “ACUTE” = Case ≤ 72 HOURS from time of assault		
NOTE 2: We may honor a parent/caregiver’s choice to send a child to Children’s Hospital instead of OLOL, and vice versa, if the child is medically stable and if it is the best interest of the child at the time of the request.		
NOTE 3: See Louisiana Children’s Code, Chapter 8, Art. 322-329 for videotaping forensic interviews of child survivors of SA.		

• **OPH Region 9 Designated Medical Facility for SUB-/NON-ACUTE Pediatric FMEs (>72 hrs.)**

Parish	Designated Lead Medical Facility for Sub-/Non Acute FMEs only	Notes for Sub-/Non-Acute FMEs only
Livingston Parish	Audrey Hepburn CARE Center in Baton Rouge	*Audrey Hepburn CARE Center located at Children's Hospital in N.O or at the satellite office located in BR • Child Advocacy Services or Hope House Children's Advocacy Center should be notified for all pediatric cases in their respective service areas. NOTE: referrals are phoned in or faxed
St. Helena Parish	*Children's Hospital in New Orleans	
St. Tammany Parish	*Children's Hospital in New Orleans	
Tangipahoa Parish	*Children's Hospital in New Orleans	
Washington Parish	*Children's Hospital in New Orleans	

## 2. **TRANSPORTATION OF SEXUAL ASSAULT SURVIVORS**

An emergency medical unit and/or law enforcement unit will be dispatched per 911 dispatch protocols for adult and pediatric sexual assault/injuries.

- **EMS First Responders** (*acute cases only*):

- For Adults/Older Adolescents: **In OPH Region 9**, sexual assault survivors should be transported *to the nearest lead medical facility* in the region where medical screening and forensic sexual assault evidence exams are performed, unless injury severity dictates otherwise or the survivor chooses a different facility in the region. A primary caregiver, family member, or friend, who is not the suspected perpetrator, should be allowed to accompany the SA (sexual assault) survivor in the emergency medical unit.
- For Children: **In OPH Region 9**, all pediatric survivors of sexual assault should be transported by EMS *to the nearest lead medical facility* in the region for a medical screening, unless injury severity dictates otherwise or the survivor's parent/caregiver chooses a different facility. Once cleared by the ER physician, pediatric survivors are to be transported by EMS to a lead medical facility designated for ACUTE pediatric FMEs. SEE p. 10 for the designated pediatric medical facilities. EMS transportation arrangements are the responsibility of the transferring ER. A parent or primary caregiver, who is not the suspected perpetrator, should be allowed to accompany the child in the emergency medical unit.

**NOTE:** EMS transports acute SA survivors to designated medical facilities. Also, if the patient needs to be transported to a different lead facility, then the **hospital must call and relay to EMS that the person to be transported is a sexual assault survivor**.

- **Law Enforcement** (*acute and non-acute cases*): **In OPH Region 9**, if law enforcement must provide transportation of a medically stable SA survivor *to or from a lead medical facility*, then an unmarked vehicle should be used, if available, especially when transporting a child. A parent or primary caregiver, who is not the suspected perpetrator, should be allowed to accompany the child SA survivor in the vehicle, and a family member or friend should be allowed to accompany an adult SA survivor.

**NOTE:** For SA patients discharged from the hospital (ER), transportation may be provided by a family member, friend, SA advocate who was called to the hospital for support, and, in some cases, by the local police/sheriff's department.

### 3. **THE FORENSIC MEDICAL EXAM AND EVIDENCE COLLECTION**

(per R.S 40:1216.1 and ACT No. 669)

#### *A. For the purposes of this section, the following definitions apply :*

- “Sexually oriented criminal offense” has the same meaning as defined in R.S. 15:622.
- “Emergency contraception” means only drugs approved by the United States Food and Drug Administration with mechanisms of action that likely include the prevention of ovulation, sperm capacitation, or fertilization after sexual intercourse and do not meet the definition of a legend drug as defined in R.S. 40:1060.11. (from ACT No. 669)
- “Forensic medical examination (FME)” has the same meaning as defined in R.S. 15:622, which is an examination provided to the survivor of a sexually-oriented criminal offense by a healthcare provider for the purpose of gathering and preserving evidence of a sexual assault for use in a court of law.
- “Healthcare provider” means either of the following:
  - (a) A physician, sexual assault nurse examiner, or other healthcare practitioner licensed, certified, registered, or otherwise authorized and trained to perform a forensic medical examination. SEE APPENDIX C for training guidance.
  - (b) A facility or institution providing healthcare services, including, but not limited to, a hospital or other licensed inpatient center; ambulatory surgical or treatment center; skilled nursing facility; inpatient hospice facility; residential treatment center; diagnostic, laboratory, or imaging center or rehabilitation or other therapeutic health setting.
- “Healthcare services” means services, items, supplies, or drugs for the diagnosis, prevention, treatment, cure, or relief of a health condition, illness, injury, or disease ancillary to a sexually-oriented criminal offense.
- “Sexual assault collection kit” includes all evidence collected during a forensic medical examination.
- “Unreported sexual assault collection kit” means a sexual assault collection kit where a law enforcement agency has not received a related report or complaint alleging that a sexual assault has occurred.

***B. Healthcare Services for Survivors of Sexually Oriented Criminal Offenses***

**In OPH Region 9**, all licensed hospitals and healthcare providers shall adhere to the following procedures if a person presents for treatment as a sexual assault survivor:

1. Sexual assault patients should be *viewed as “priority emergency cases”* in Region 9. All sexual assault survivors shall be examined and treated, without undue delay, in a private space required to ensure the health, safety, and welfare of the survivor by a qualified healthcare provider. In Region 9, the survivor should not be left alone, if at all possible.
2. Examination and treatment, including the forensic medical examination, shall be adapted as necessary to address the unique needs and circumstances of each survivor.
3. *A sign language or foreign language interpreter* must be made available to be present during medical and advocacy services in the ER. A language line, though not ideal, is an acceptable alternative to a language interpreter being present in the ER.
4. A SA/Rape Crisis Advocate – All survivors shall be afforded an advocate whose communications are privileged, in accordance with the provisions of R.S. 46:2187, if one is available. With the consent of the survivor, an advocate shall remain in the examination room during the forensic medical examination. In Region 9, all sexual assault advocates should be trained and should pass a background check through their respective agencies. SEE APPENDIX C for training guidance.
5. With the consent of the survivor, the examination and treatment of all sexual assault survivors shall, at a minimum, include all of the following:
  - (a) Examination of physical trauma.
  - (b) Patient interview, including medical history, triage, and consultation.
  - (c) Collection and evaluation of evidence, including, but not limited to, the following:
    - (i) Photographic documentation.
    - (ii) Preservation and maintenance of chain of custody.
    - (iii) Medical specimen collection.
    - (iv) When determined necessary by the healthcare provider, an alcohol- and drug-facilitated sexual assault assessment and toxicology screening.

- (d) Any testing related to the sexual assault or recommended by the healthcare provider.
- (e) Any medication provided during the forensic medical examination, which may include emergency contraception and HIV or STI prophylaxis.

6. **Reporting:** A survivor shall decide whether or not the incident will be reported to law enforcement officials. No hospital or healthcare provider shall require the survivor to report the incident to receive medical attention or collect evidence.

**EXCEPTIONS TO REPORTING:**

- *If a person under the age of 18 years presents for treatment as a sexual assault survivor, the hospital or healthcare provider shall **immediately notify** the appropriate law enforcement agency or any other official necessary to fulfill any mandatory reporting obligation required by law. (§14:403 Criminal; Art. 610, 609 and 603 Louisiana Children’s Code)*
- *If a survivor is physically or mentally incapable of making the decision to report, the hospital or healthcare provider shall **immediately notify** the appropriate law enforcement officials.*

7. **Notification of Law Enforcement:**

- If the survivor wishes to report the incident to law enforcement, the hospital or healthcare provider shall contact the appropriate law enforcement agency. Although ACT No. 669 states to contact the law enforcement agency having jurisdiction over the location where the crime occurred, in **OPH Region 9**, the hospital or healthcare provider shall immediately notify the local law enforcement agency having jurisdiction in the parish of the hospital where the healthcare provider performed the FME and shall coordinate the transfer of the evidence with the law enforcement agency in a manner designed to protect its evidentiary integrity. Also, per ACT No. 669, if the location where the crime occurred cannot be determined, the hospital or healthcare provider shall contact the law enforcement agency having jurisdiction over the location where the forensic medical examination is performed to determine the appropriate investigating agency. (See p.18 - Evidence Chain of Custody and law enforcement jurisdictions.)

- If the survivor **does not** wish to report the incident to law enforcement, the hospital or healthcare provider shall, upon completion of the FME, contact the law enforcement agency having jurisdiction over the location where the FME was performed to transfer possession of the unreported sexual assault collection kit for storage. (See p.18-Evidence Chain of Custody and law enforcement jurisdictions)
- The hospital or healthcare provider staff member who notifies the appropriate law enforcement official shall document the date, time, and method of notification, as well as the name of the official who received the notification.
- Any member of the hospital staff or a healthcare provider who in good faith notifies the appropriate law enforcement official pursuant to ACT No. 669 (A)(1) shall have immunity from any civil liability that otherwise might be incurred or imposed because of the notification. Immunity shall extend to participation in any judicial proceeding resulting from the report.
- On or before January 1 of each year, each law enforcement agency shall provide each hospital located in its respective jurisdiction with the name of the responsible contact person along with the responsible person's contact information.

#### 8. ***Forensic Medical Examinations***

Hospitals and healthcare providers shall follow the procedures outlined in R.S. 40:1216.1 and ACT No. 669 for performing an FME for a survivor who *does not* wish to report the incident to law enforcement officials; for a survivor who *does* wish to report the incident to law enforcement; for a child survivor under age 18 years; and for a survivor who is physically or mentally incapable of making the decision to report.

- No hospital or healthcare provider shall refuse to examine and assist a survivor on the grounds the alleged offense occurred outside of, or the survivor is not a resident of, the jurisdiction.
- Upon completion of the FME, if the ***survivor wishes to report*** the incident to law enforcement, then the sexual assault collection kit shall be turned over to the investigating law enforcement agency. The healthcare provider shall enter all required information into the statewide sexual assault collection kit tracking system operated by the Office of State Police, pursuant to R.S. 15:624.1. See Chain of Custody of Evidence on p. 18.

- Upon completion of the FME, if the *survivor does not wish to report* the incident to law enforcement, then the hospital or healthcare provider shall contact the law enforcement agency having jurisdiction over the location where the FME was performed to transfer possession of the unreported sexual assault collection kit for storage. See Chain of Custody of Evidence on p. 18.
  - The unreported sexual assault collection kit shall not be identified or labeled with the survivor's identifying information.
  - The hospital or healthcare provider shall maintain a record of the sexual assault collection kit number in the survivor's record that shall be used for identification, should the survivor later choose to report the incident.
  - The healthcare provider shall provide all required information by the statewide sexual assault collection kit tracking system operated by the Office of State Police, pursuant to R.S. 15:624.1.

NOTE: The statewide sexual assault collection kit tracking system shall:

1. Track the location status of the kits throughout the criminal justice process, including the initial collection performed at medical facilities, receipt and storage at law enforcement agencies, receipt and analysis at forensic laboratories, and storage or destruction after completion of analysis.
2. Designate sexual assault collection kits as unreported or reported.
3. Indicate whether a sexual assault collection kit contains biological materials collected for the purpose of forensic toxicological analysis.
4. Allow medical facilities performing sexual assault forensic examinations, law enforcement agencies, prosecutors, the Louisiana State Police, Crime Laboratory, all other forensic crime laboratories in the state, and other entities having custody of sexual assault collection kits to update and track the status and location of sexual assault collection kits.
5. Allow survivors of sexual assault to anonymously track or receive updates regarding the status of their sexual assault collection kits.
6. Use electronic technology allowing continuous access.

- The collected FME/sexual assault collection kits should be stored in a secure location in the hospital or medical facility that ensures proper chain of custody until the evidence is transferred to the law enforcement agency.
  - No sexual assault collection kit shall remain at a hospital or medical facility if the hospital or medical facility is unable to store the sexual assault kit in a secure location that ensures proper chain of custody. See Chain of Custody of Evidence on p. 18.
- A healthcare provider working for a coroner's office may store the sexual assault collection kit in a secure location maintained by the coroner.

9. ***Post-Examination, Emergency Contraception, and Follow-up Care***

- Forensic medical examiners are responsible for documenting the details of the medical forensic exam and treatment provided in the medical record, as well as documenting required data for the SA collection kit. All forms should be checked for completeness of information and signatures.
- The survivor shall be provided with information about **emergency contraception**, and the treating healthcare provider shall inform the survivor of the option to be provided emergency contraception at the hospital or healthcare facility, and, upon the completion of a pregnancy test yielding a negative result, shall provide emergency contraception upon the request of the survivor.
  - The information about emergency contraception shall be developed and made available electronically to all licensed hospitals in this state through the Louisiana Department of Health's website and by paper form upon request to the department.
- The survivor shall be provided with information about medical billing. (See p. 20.)
- Assist the patient with coordination of aftercare, including follow-up medical appointments, counseling/mental health appointments, and transportation home or to a safe location.
- *Sexual Assault/Rape Crisis and Child Advocacy Centers* should be notified because they can provide advocacy, intervention, and support services to patients, families, hospitals/healthcare providers, and law enforcement. OPH Region 9 has three



accredited Sexual Assault/Rape Crisis Centers and two Child Advocacy Centers.  
(See p. 5 for list and chart below for services offered.)

<b>Name</b>	<b>Region 9 Service Area(s)</b>	<b>Services</b>
<b>Washington Parish Rape Crisis Center/ADAPT, Inc. (SAC)</b>  24/7 Crisis Hotline: 985-732-4961  Phone: 985-735-0160 Fax: 985-735-0970	<b>Washington, Tangipahoa, St. Helena Parishes</b>	<ul style="list-style-type: none"> <li>• Hospital escort services</li> <li>• Hospital and law enforcement survivor advocates</li> <li>• Counseling Services</li> <li>• Provide information about the legal process and monitors case progress through court system</li> <li>• Louisiana Crime Survivors Reparations application process assistance</li> </ul>
<b>STAR (Sexual Trauma Awareness and Response) (SAC)</b>  24/7 Crisis Hotline: 1-855-435-STAR (7827)  Capital Area phone: 225-615-7093 Greater New Orleans phone: 504-407-0711	<b>Livingston Parish</b>	<ul style="list-style-type: none"> <li>• Hospital accompaniment for <math>\geq 6</math> years of age</li> <li>• Case management services</li> <li>• Criminal justice accompaniment</li> <li>• Individual and group counseling</li> <li>• Legal representation</li> </ul>
<b>Metro Centers for Community Advocacy (SAC)</b>  24/7 Crisis Hotline: 504-837-5400 or 800-411-1333	<b>St. Tammany Parish</b>	<ul style="list-style-type: none"> <li>• SANE FMEs at University Medical Center in N.O.</li> <li>• Counseling Services</li> <li>• Legal Advocacy to provide support and representation at court hearings and to assist survivors in filing a Petition for Protection and Temporary Restraining Order</li> <li>• Temporary emergency sheltering</li> <li>• Human Trafficking and Stalking Advocacy</li> </ul>
<b>Hope House Children's Advocacy Center (CAC)</b>  Phone: 985-892-3885 Fax: 985-892-3875	<b>St. Tammany, Washington</b>	<ul style="list-style-type: none"> <li>• Hospital Advocates for ages 3 yrs to 17 yrs.</li> <li>• Forensic interviews (by referral from law enforcement or child protective services)</li> <li>• Individual, family, and group counseling services</li> </ul>
<b>Child Advocacy Services (CAC)</b>  Hammond: 985-902-9583 or 800-798-1575 Fax: 985-345-4689  Denham: 225-791-3136 Fax: 225-791-9162	<b>St. Helena, Tangipahoa, Livingston</b>	<ul style="list-style-type: none"> <li>• Forensic interviews (by referral from law enforcement or child protective services)</li> <li>• Advocacy and referral to services</li> <li>• Contract counseling providers</li> </ul>
<b>LaFASA (Louisiana Foundation Against Sexual Assaults)</b>  24/7 Crisis Hotline (English and Spanish): 888-995-7273  To text an advocate: 225-351-SAFE (7233) Mon. – Thurs. 12 p.m. -8 p.m. and Fri.-Sun. 4 p.m.- 12 a.m., with exception of holidays  To chat online with an advocate: <a href="https://lafasa.org/7main/home">https://lafasa.org/7main/home</a> Mon.- Thurs. 12 p.m. --8 p.m. and Fri.- Sun 4 p.m.- 12 a.m., with exception of holidays	<b>Statewide</b>	<ul style="list-style-type: none"> <li>• Chat and text helplines to converse with a trained crisis support specialist</li> <li>• Survivor Advocacy Support</li> <li>• University/Campus Advocacy Support assistance navigating university sexual violence response systems</li> <li>• Digital Survivor Resource Center, including written materials (call 225-372-8995 for more information)</li> <li>• Accreditation of Local Sexual Assault Centers</li> <li>• Civil legal services</li> </ul> <p>All assistance is strictly confidential, anonymous, and free.</p>

## CHAIN OF CUSTODY OF EVIDENCE

### ➤ Submission of Sexual Assault Collection Kits to Law Enforcement - In OPH Region 9:

Hospitals and healthcare providers will coordinate the transfer of the evidence with the law enforcement agency in a manner designed to protect its evidentiary integrity.

- In OPH Region 9, the law enforcement agency shall retrieve from the hospital or healthcare provider the evidence **immediately**, but no later than one (1) hour, after receiving notification from the hospital or healthcare provider that evidence collection is complete and information is entered into the statewide SA collection kit tracking system. (NOTE: Although ACT No. 669 states that the investigating law enforcement agency shall take possession of the SA collection kit within 72 hours upon notification of completion of the SA collection kit, in Region 9, there isn't a regional designated secure location to store the SA collection kits that ensures proper chain of custody, especially for that length of time. Therefore, the evidence retrieval time in Region 9 is within 1 hour.)
- If law enforcement is unable to pick up the evidence within the stated 1-hour timeframe, then:
  - The healthcare provider who performed the FME must place the evidence in a locked storage area in the ER, preferably accessible to only the key holder. When law enforcement arrives, the healthcare provider with the key to the locked storage area should sign for and retrieve the evidence and personally hands it to law enforcement (ideally).
  - A healthcare provider working for a coroner's office may store the sexual assault collection kit in a secure location maintained by the coroner, per ACT No. 669.
- The healthcare provider who performed the FME must complete and sign the forensic chain of custody form. The form must include the signatures of everyone who has had possession of the evidence, and both signatures (one from the person releasing the evidence and the second from the person receiving it) are required for any transfer. The completed kits and completed collection forms should be handed over to law enforcement when they arrive.
- Upon arrival of law enforcement to the ER, custody of the evidence shall be transferred from the healthcare provider *to local law enforcement agency having jurisdiction in the parish in which the hospital or healthcare provider is located* (who will then be responsible for maintaining/transferring the evidence to the local law enforcement agency having jurisdiction in the parish in which the crime occurred).

***NOTE: City police respond within city limits and sheriffs respond in unincorporated areas.***

<b>DESIGNATED HOSPITALS/ERs</b>	<b>LAW ENFORCEMENT AGENCY JURISDICTION</b>
Slidell Memorial Hospital-East (formerly Ochsner Medical Center – Northshore)	Slidell Police Department: 985-643-3131
Lakeview Hospital (formerly Lakeview Regional Medical Center)	St. Tammany Parish Sheriff's Office: 985-898-2338
St. Tammany Parish Hospital	Covington Police Department: 985-892-8500
Covington Trace Hospital and ER	Covington Police Department: 985-892-8500
Slidell Memorial Hospital	Slidell Police Department: 985-643-3131
Hood Memorial Hospital	Amite Police Department: 985-748-6169
Lallie Kemp Regional Medical Center	Tangipahoa Parish Sheriff's Office: 985-747-9696
North Oaks Medical Center	Hammond Police Department: 985-277-5700
Riverside Medical Center	Franklinton Police Department: 985-839-2977** (or 4474 or 4475)
Our Lady of the Angels	Bogalusa Police Department: 985-732-3611
St. Helena Parish Hospital	St. Helena Parish Sheriff's Office: 225-222-4413
Our Lady of the Lake <b><i>“stand-alone” ER</i></b>	Livingston Parish Sheriff's Office: 225-686-2241
St. Tammany Parish Hospital <b><i>“stand-alone” ER</i></b>	Mandeville Police Department: 985-626-9711

➤ **Maintenance of Retrieved Sexual Assault Collection Kits (per ACT No. 669)**

- The law enforcement agency shall not destroy or dispose of an unreported sexual assault collection kit for a period of at least twenty (20) years after the FME was performed.
- If a healthcare provider working for a coroner's office chooses to store an unreported sexual assault collection kit at a coroner's office, the healthcare provider shall not destroy or dispose of an unreported sexual assault collection kit for a period of at least twenty (20) years after the FME was performed.

➤ **Submission of Sexual Assault Collection Kits to a Forensic Laboratory (per ACT No. 193)**

- Within thirty (30) days of receiving a sexual assault collection kit for a reported case, the criminal justice agency shall submit the sexual assault collection kit to a forensic laboratory for testing.

## **MEDICAL BILLING & PAYMENT STANDARDS AND PROCEDURES**

1. No hospital or healthcare provider shall directly bill a survivor of a sexually oriented criminal offense for any healthcare services rendered in conducting a forensic medical examination, including the healthcare services rendered in accordance with ACT No. 669, Paragraph 2 of Subsection A (also listed on p. 12 of this plan) and the following:
  - Forensic examiner and hospital or healthcare facility services directly related to the exam, including integral forensic supplies.
  - Scope procedures directly related to the forensic exam, including, but not limited to, anoscopy and colposcopy.
2. The healthcare provider who performed the forensic medical exam and the hospital or healthcare facility shall submit a claim for payment for conducting a forensic medical exam directly to the Crime Survivor Reparations Board to be paid in strict accordance with the provisions of R.S. 46:1822. A survivor of a sexually oriented criminal offense shall not be billed directly or indirectly for the performance of any forensic medical exam. The provisions of this paragraph shall not be interpreted or construed to apply to either of the following:
  - A healthcare provider billing for any medical services that are not specifically set forth in this Section or provided for diagnosis or treatment of the survivor for injuries related to the sexual assault.
  - A survivor of a sexually oriented criminal offense seeking reparations in accordance with the Crime Victims Reparations Act, R.S. 46:1801 et seq. for the costs for any medical services that are not specifically set forth in this section or provided for the diagnosis or treatment of the survivor for injuries related to the sexual assault.
3. LDH shall make available to every hospital and healthcare provider licensed under the laws of this state a pamphlet containing an explanation of the billing process for services rendered.
  - Every hospital and healthcare provider shall provide a copy of the pamphlet (SEE APPENDIX D) to any person presented for treatment as a survivor of a sexually oriented criminal offense.

## **SURVIVORS' ACCESS TO FME DOCUMENTATION**

1. Upon request of a competent adult survivor of a sexually oriented criminal offense, the healthcare provider who performed the forensic medical exam shall provide a reproduction of any written documentation, which is in the possession of the healthcare provider resulting from the forensic medical exam of the survivor. The documentation shall be provided to the survivor no later than fourteen (14) days after the healthcare provider receives the request or the healthcare provider completes the documentation, whichever is later.
2. The reproduction of written documentation shall be made available at no cost to the survivor and may only be released at the direction of the survivor who is a competent adult. This release does not invalidate the survivor's reasonable expectation of privacy nor does the record become a public record after the release to the survivor.

## **SEXUAL ASSAULT SURVIVORS' BILL OF RIGHTS**

A sexual assault survivor shall have the following rights:

1. The right not to be prevented from, or charged for, receiving a forensic medical exam as provided in R.S. 40:1216.1.
2. The right to have an unreported sexual assault collection kit preserved, without charge, for at least twenty (20) years.
3. The right to be informed of any results, updates, status, location, and tracking as provided in R.S. 15:624.1.
4. The right to be informed in writing of policies governing the collection and preservation of a sexual assault collection kit.
5. The right to be informed in writing from the appropriate official not later than sixty (60) days before the date of the intended destruction or disposal of a sexual assault collection kit, and upon written request, the ability to be granted further preservation of the kit or its probative contents.

6. The right to be notified of the ability to request the presence of a sexual assault advocate before the administration of a forensic medical examination or a scheduled interview by a law enforcement official if a sexual assault advocate is reasonably available.
7. The right to have access to and obtain a copy of their forensic medical examination report at no cost to them pursuant to R.S. 40:1216.1(G).
8. The right not to be requested or required to submit to a polygraph examination as a condition of an investigation or prosecution as provided in R.S. 15:241.
9. The right to receive, at no cost, a copy of any records or investigative reports from law enforcement when those records are provided to the defendant through discovery or a year after the offense was reported, whichever is sooner.
10. The right to have privileged communications with a representative or employee of a sexual assault center as provided in R.S. 46:2187.
11. The right not to have the survivor's DNA obtained from a sexual assault collection kit compared with other DNA records to investigate the survivor as provided in R.S. 15:622.1.
12. The right to retain any other rights that a survivor may have under any other law of this state.

Any complaint about a violation of this Section may be submitted directly to the Senate Select Committee on Women and Children for legislative oversight.

.....

Per ACT No. 669 (2024 Regular Session):

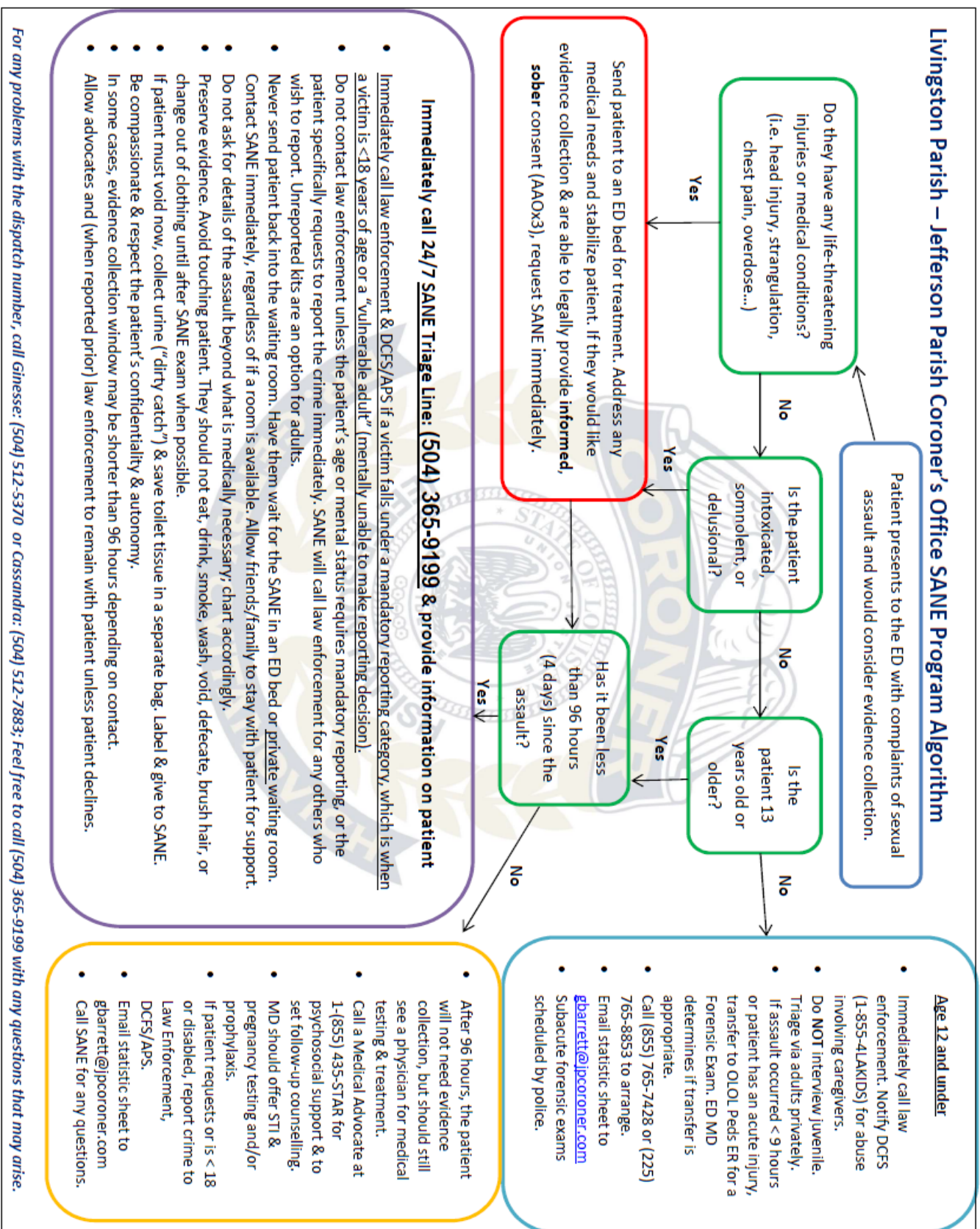
- For hospitals, failure to comply with the standards in R.S. 40:1216.1 shall constitute grounds for denial, suspension, or revocation of license.
- Also, failure to comply may constitute grounds for denial, suspension, or revocation of the healthcare provider's license by the appropriate licensing board or commission.

Per ACT No. 354 (2024 Regular Session):

- The coroner shall implement, fulfill, and comply with all obligations, duties, and requirements imposed upon him by R.S. 40:1216.1 and by the regional sexual assault response plan approved for the coroner's health service district pursuant thereto, which the coroner shall annually sign to indicate his approval pursuant to R.S.40:1216.1(E)(4) SEE APPENDIX G for coroners' signatures.

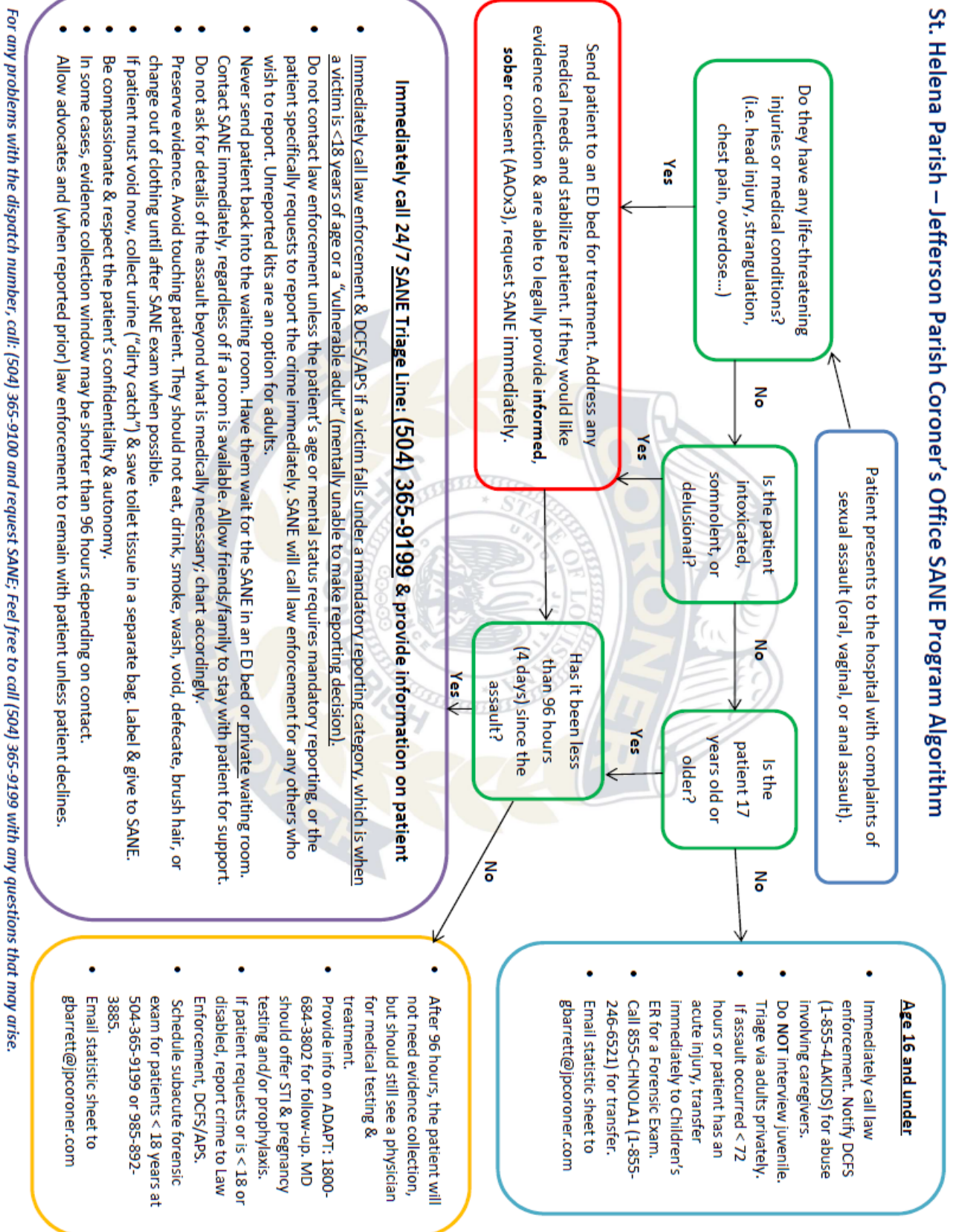
## APPENDIX A: JPCO SANE PROGRAM ALGORITHMS

### Livingston Parish – Jefferson Parish Coroner's Office SANE Program Algorithm



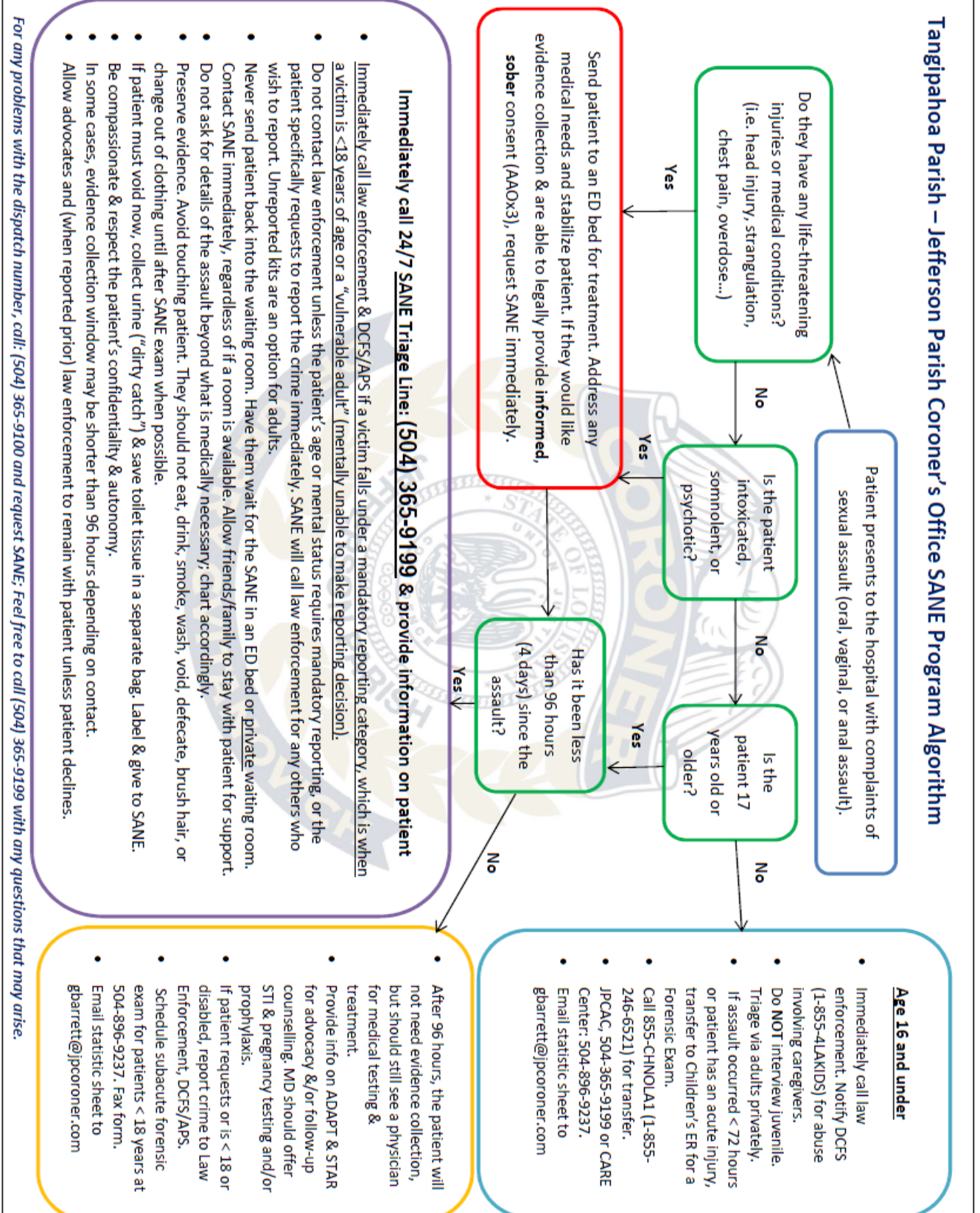


## St. Helena Parish – Jefferson Parish Coroner’s Office SANE Program Algorithm

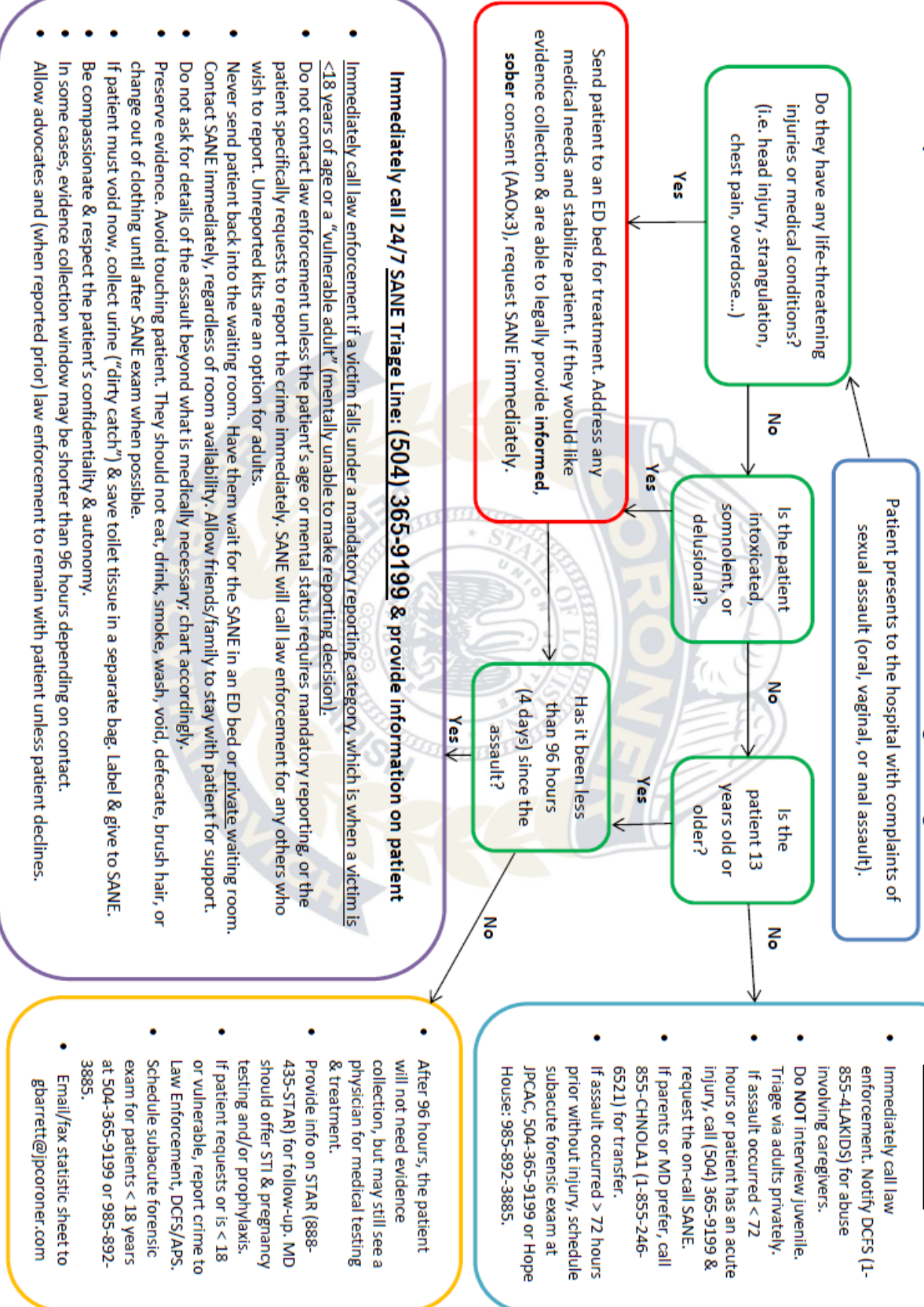




## Tangipahoa Parish – Jefferson Parish Coroner's Office SANE Program Algorithm



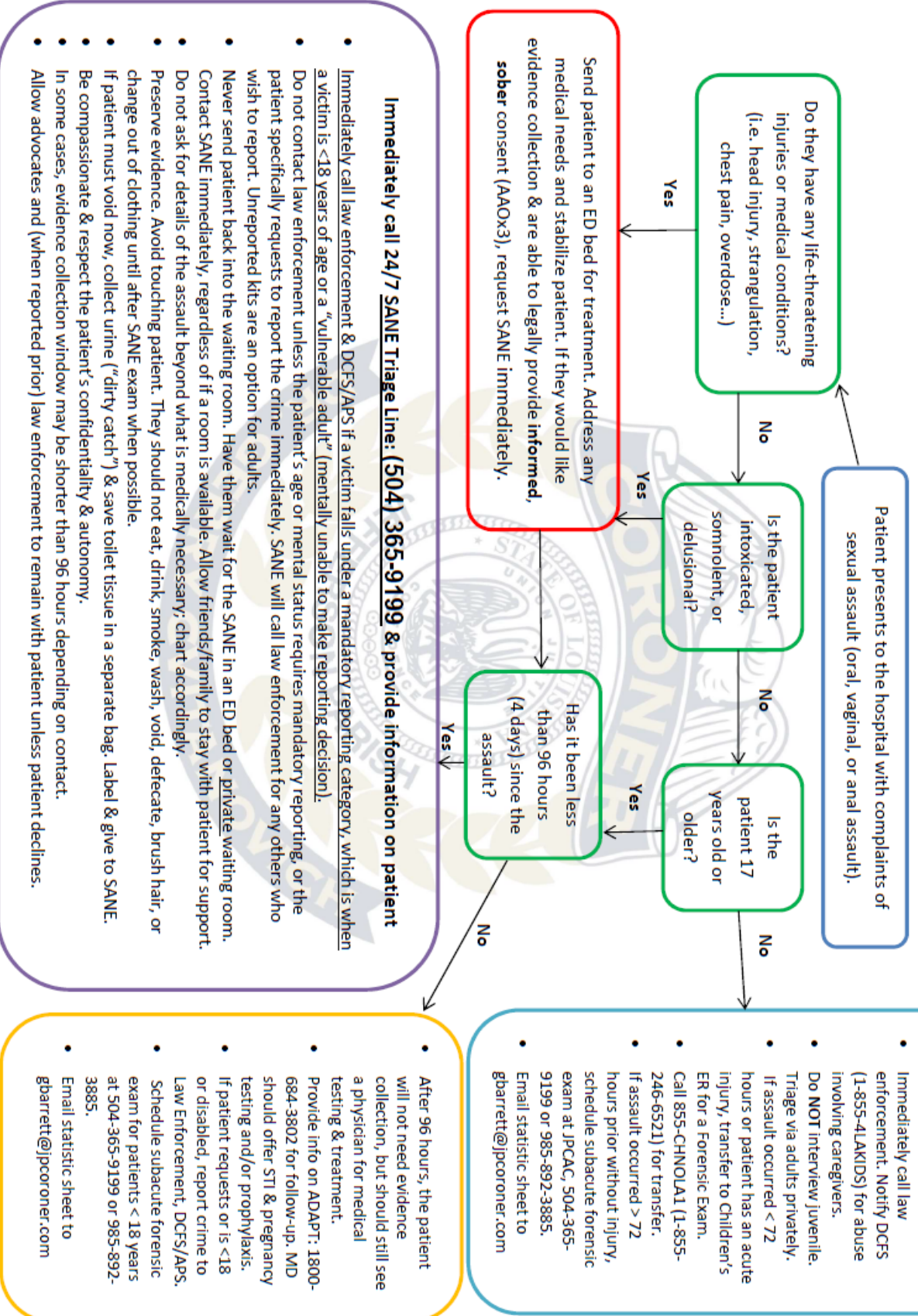
## St. Tammany Parish – Jefferson Parish Coroner's Office SANE Program Algorithm



For any problems with the dispatch number, call: (504) 365-9100 and request SANE. Feel free to call (504) 365-9199 with any questions that may arise.



## Washington Parish – Jefferson Parish Coroner's Office SANE Program Algorithm



For any problems with the dispatch number, call: (504) 365-9100 and request SANE. Feel free to call (504) 365-9199 with any questions that may arise.

## APPENDIX B: REGION IX STATISTICS FORM

**Forensic Nurse Examiners of Louisiana, Inc.**  
**State of Louisiana, LCLE Region 10; OPH Region 9**  
**Regional SANE/SAFE Coordinator: Ginesse Barrett, BSN, RN, SANE-A, SANE-P**  
**Sexual Assault Statistic Form**

**Patient Label**

No label? Age: \_\_\_\_\_ Date: \_\_\_\_\_

Hospital: \_\_\_\_\_  
MD/SANE: \_\_\_\_\_  
LA PERK/kit #: \_\_\_\_\_

Email to [gbarrett@jpcoroner.com](mailto:gbarrett@jpcoroner.com)  
Call (504) 512-5370 with Questions or for mailing address

☐ **Reported** Law enforcement Item #: \_\_\_\_\_ Agency: \_\_\_\_\_  
Location of Crime/Jurisdiction (if known): \_\_\_\_\_ Detective: \_\_\_\_\_

☐ **Unreported** Agency who took Custody of Kit: \_\_\_\_\_ Detective/Officer: \_\_\_\_\_  
Location of Crime/Jurisdiction (if known): \_\_\_\_\_

**Race/Ethnicity (self-reported):** *please circle one*

American Indian/Alaska Native	Asian	Black/African American
Hispanic/Latino	Native Hawaiian/Pacific Islander	White, Non-Latino/Caucasian
Multiple Races	Not Reported	Other: _____

**Gender Identity (self-reported):** *please circle one*

Male	Female	Not Reported
		Other: _____

**Special Classifications (self-reported):** *please circle ALL that apply*

Deaf/Hard of Hearing	Homeless	Immigrant/Refugee/Asylum Seeker
LGBTQ	Veteran	People Who Live in Rural Areas
Limited English Proficiency	Disabled: Cognitive/Physical/Mental	Other: _____

**Perpetrator Information (if known):** Name \_\_\_\_\_ Age \_\_\_\_\_ Gender \_\_\_\_\_

**Relationship to Victim:** *please circle ALL that apply*

Acquaintance	Aunt	Boss	Boy/Girlfriend
Ex-Partner	Ex-Spouse	Foster Parent	Friend
*Multiple Assailants	Neighbor	Parent	Parent's Partner
Sibling	Social Media Contact	Step-Parent	Spouse
Uncle	Unknown	Date	Other: _____

\*If Multiple, How Many? \_\_\_\_\_ Additional Details: \_\_\_\_\_

**Types of Victimization(s):** *please circle ALL that apply*

Adult Physical Assault	Adult Sexual Assault	History of previous Sexual Assault
Bullying (Verbal, Cyber, Physical)	Burglary	Child Physical Abuse or Neglect
Child Pornography	Child Sexual Abuse/Assault	Domestic &/or Family Violence
DUI/DWI Incident	Elder Abuse or Neglect	Hate Crime (Racial, Religious, Gender, Sexual Orientation)
Human Trafficking: Labor	Human Trafficking: Sex	Identity Theft/Fraud/Financial Crime
Kidnapping (Non-Custodial)	Kidnapping (Custodial)	Mass Violence (Domestic/International)
Other Vehicular Victimization (e.g., Hit & Run)	Survivors of Homicide Victims	Robbery
Stalking/Harassment	Weapon Involved?	Teen Dating Victimization
Terrorism (Domestic/International)		Other: _____

**Patient Outcome:** ☐ Exam completed ☐ Transferred ☐ Patient declined services ☐ Medical treatment only ☐ Other: \_\_\_\_\_

Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This form is to be completed on all patients who present to a hospital with a complaint of sexual assault.  
Louisiana Commission on Law Enforcement, VOCA grant funded project. Statistics reported to LCLE.

## **APPENDIX C: FME TRAINING GUIDANCE FOR DESIGNATED HEALTHCARE PROVIDERS**

Trainings should include, but is not limited to, all sections of the annual OPH Region 9 SAR Plan (SA response resources and infrastructure; SA collection kits; FME standards and procedures; chain of custody of evidence; medical billing & payment standards and procedures; survivors' access to FME documentation; sexual assault survivor's bill of rights). Training requirements apply to staff in designated medical facilities who are newly hired, contracted, full-time and part-time and should take place upon hiring and then at least annually.

- **Designated medical facilities** should also ensure staff trainings on their respective current policies and procedures for the provision of timely, private, comprehensive, coordinated, survivor-centered medical services, referrals, and follow-up care to adult, adolescent, and child survivors of sexual assault and for the appropriate billing of applicable medical services/FMEs so that SA survivors are never billed
- **Designated healthcare providers** from any discipline providing sexual assault FMEs should also be trained on conducting a SA interview/history and FME, and on the collection, documentation, preservation, and chain of custody of physical evidence. Training should also include use of all equipment and supplies required during the exam, including the SA collection kit contents, medical lab diagnostics and drug testing, medication prophylaxis treatment.
  - **Sexual Assault Nurse Examiners (SANE)**: Registered nurses who have completed specialized education and hands on clinical preparation in the medical forensic care of the patient who has experienced sexual assault or abuse. SANEs provide patient-centered, comprehensive forensic medical exams, which may include forensic evidence collection and documentation; perform referrals for appropriate medical and psychosocial follow-up; and are also prepared to testify in a criminal or civil trial as a fact or expert witness.
    - To become a SANE, one must practice clinically as a Registered Nurse (RN) for no less than two years, complete a didactic SANE course, and complete clinical education and preceptorship as outlined in the most current edition of the *International Association of Forensic Nurses (IAFN) Education Guidelines*. Also,

at least 12 contact hours of relevant continuing education must be obtained annually.

- To become certified as a SANE-A® (SANE Adult/Adolescent) &/or SANE-P® (SANE Pediatric), a SANE must meet the eligibility requirements and must also pass the certification written exam developed by the IAFN Forensic Nursing Certification Board and the Center for Nursing Education and Testing. Also, at least 12 contact hours of relevant continuing education must be obtained annually.
- **Sexual Assault Forensic Examiners (SAFEs)** are physicians and licensed registered nurses, advanced practice nurse practitioners, and physicians' assistants who have completed specialized education and hands on clinical preparation in the medical forensic care of the patient who has experienced sexual assault or abuse.
- **Sexual Assault (Survivors') Advocates** should receive a minimum of 40 hours of sexual assault advocacy training provided by LAFASA, along with any designated parish approved course(s). National certification for sexual assault advocates is available through the National Advocate Credentialing Program. The NACP pre-approved training list can be found at <https://www.thenacp.org>. In addition, advocate training should also include human trafficking (i.e. The NHTTAC or National Human Trafficking Training and Technical Assistance Center's free training at <https://www.acf.hhs.gov/otip/training/soar-health-and-wellness-training/soar-online>). Advocates should be trained to provide survivors with confidential, non-judgmental, calm emotional support; to provide crisis intervention when survivors arrive for treatment; to assist survivors in understanding the medical and evidence collection procedures, as well as medical and legal options; to provide support to family members and friends; to provide accompaniment through the legal system; and to provide relevant information and community resources. Also, they should be trained in the policies and procedures of the local hospitals to which they respond.

## **APPENDIX D: LDH PAMPHLET/ “SURVIVOR’S GUIDE”**

[https://ldh.la.gov/assets/medicaid/hss/docs/HSS\\_Hospital/Survivors\\_Guide.pdf](https://ldh.la.gov/assets/medicaid/hss/docs/HSS_Hospital/Survivors_Guide.pdf)

# **SURVIVOR'S GUIDE:**

What to know after rape or sexual assault



### **You are not alone!**

Emergency room health professionals and counselors from the Rape Crisis Center (Sexual Assault Response Team) are here to help you 24 hours a day, 7 days a week. These services are **free** and **private**.

You do not have to go through this alone. Ask the nurse or doctor at this healthcare facility to contact a rape counselor (sexual assault advocate). This counselor will talk to you about all of your options. They can explain what choices you have and help you make decisions that you are comfortable with.

### **The health care providers and rape counselors will care for you with dignity and compassion.**

#### **These are some important things you should know:**

- You do not have to report your assault to the police to get a forensic medical exam.
- Health care providers will explain any examinations, procedures or treatments before being done. You have the right to not do anything you are uncomfortable doing.
- If you want to report the sexual assault to the police, you may have someone with you while making the report.
- Personally-identifiable information will be kept private.

### **The law does not allow a hospital or health care provider to bill you for a forensic medical exam or related services.**

#### **Forensic medical exams and related services are free. They include:**

- Lab tests and screenings related to the exam,
- Medicine provided during the exam, and
- Services related to the exam.

If you receive a bill, you may file a complaint with the Louisiana Department of Health by **emailing** **HSSComplaints@la.gov** or **calling 866-280-7737**.



**If you have insurance, with your consent, the provider may bill your health insurance company.**

- Louisiana law states that you do not have to pay anything.
- Your insurance company will only send an explanation of what services you were billed for to an address you choose. You may decide you do not want this.
- The provider may also bill Medicaid, Medicare or Tricare if you are enrolled in one of these.

If you get a bill for any non-covered medical services other than the forensic medical exam, you may be able to get these bills paid by the Crime Victims Reparations Board (not to exceed \$1,000). For information about what costs are covered or how to apply for help, visit their website at [www.lcle.state.la.us/programs/cvr.asp](http://www.lcle.state.la.us/programs/cvr.asp) or call **(888) 6-VICTIM (888-684-2846)**.

**Emergency Contraception (EC) is a safe way to reduce the chance of getting pregnant after rape or sexual assault.**

**EC works by delaying the release of an egg (ovulation). There are two ways to obtain EC: 1) over the counter, and 2) provider prescription.**

- During your visit with the healthcare provider, the option of taking EC will be discussed. It is your decision if you would like to take EC to delay the release of an egg (ovulation).
- Emergency contraception will not work if you are already pregnant. If your pregnancy test is negative, the healthcare provider will discuss and offer EC. If you take EC and you are early in your pregnancy, EC will not harm or end a pregnancy.
- If you have any concerns about EC, feel free to discuss them with your provider.

*This information is provided for informational purposes only and does not constitute providing medical advice or professional services. Please consult with a medical professional to determine what is right for you.*

**Important numbers:**

National Sexual Assault Hotline: (800) 656-4673

Crime Victims Reparations Board: (888) 684-2846





## APPENDIX E: PLANNING MEETING NOTICES & LIST OF INVITEES

### *Coroners' Email Planning Meeting Notice and Invitees*

**From:** [Gina Lagarde](#)  
**To:** [ronaldcoemd@gmail.com](mailto:ronaldcoemd@gmail.com); [rfoster9988@gmail.com](mailto:rfoster9988@gmail.com); [jwvarnado@yahoo.com](mailto:jwvarnado@yahoo.com); [jwvarnado.jv@gmail.com](mailto:jwvarnado.jv@gmail.com); [christophertape@gmail.com](mailto:christophertape@gmail.com); [Casama777@gmail.com](mailto:Casama777@gmail.com); [ctape@stpcoroner.org](mailto:ctape@stpcoroner.org); [drcasama365@gmail.com](mailto:drcasama365@gmail.com)  
**Cc:** [Gerry Cvitanovich](#)  
**Subject:** RE: Annual Region 9 SAR Planning Meeting--January 27th  
**Date:** Thursday, January 16, 2025 8:30:00 AM  
**Attachments:** [Approved OPH Region 9--2024 SAR Plan --posted.pdf](#)  
[ACT 669 of 2024 Reg Session.pdf](#)  
[ACT No. 354 2024 Reg Session.pdf](#)  
**Importance:** High

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Good Morning Drs. Coe, Varnado, Tape, Foster, and Casama,

The 2025 OPH Region 9 Annual Sexual Assault Response (SAR) Planning Meeting will be held on Monday, January 27, 2025 at 10:00 a.m. via ZOOM. During the meeting, we will review the current 2024 regional SAR Plan; discuss any operational issues related to the plan; and discuss updates/edits needed to the plan. The ZOOM meeting details are as follows:

Topic: OPH Region 9 Sexual Assault Response Planning Meeting

Time: Jan 27, 2025 @ 10:00 AM Central Time (US and Canada)

Join Zoom Meeting

<https://ldhophbrcoregion9regofcleadership.zoom.us/j/91865591797>

Meeting ID: 918 6559 1797

Your participation in the ZOOM planning meeting on January 27<sup>th</sup> is critical to ensuring that quality, timely, survivor-centered care is provided to all survivors of sexual assault on the Northshore. If you are unable to participate in the meeting, then please have a designee to participate who has the authority to make recommendations and/or decisions on your behalf.

I have attached a copy of our current OPH Region 9 2024 SAR Plan (same plan as emailed to you on Tues. but named differently to attach to the partners' meeting invites) for your review prior to the meeting. Please email to me your comments, concerns, and/or recommended edits/updates to the attached plan by COB Wednesday, January 22nd, if possible. Also, in advance of the meeting, I will update the 2024 plan to ensure compliance with the attached legislation from the 2024 regular legislative session, and I will share with you all prior to the meeting. The final plan will need to have your signature of approval from each of you prior to submission to LDH, per ACT 354.

I look forward to seeing you in our meeting. Feel Free to call me for any questions, concerns, recommendations, etc.

Sincerely,  
Dr. Gina Lagarde

## Other SAR Partners - Email Planning Meeting Notice Template and Invitees

As valued Sexual Assault Response (SAR) partners, we would like to invite you to participate in the 2025 OPH Region 9 Annual Sexual Assault Response (SAR) Planning Meeting, which will be held on Monday, January 27, 2025 at 10:00 a.m. via ZOOM. During the meeting, we will review the current 2024 regional SAR Plan; discuss any operational issues related to the plan; and discuss updates/edits needed to the plan. The ZOOM meeting details are as follows:

Topic: OPH Region 9 Sexual Assault Response Planning Meeting

Time: Jan 27, 2025 10:00 AM Central Time (US and Canada)

Join Zoom Meeting

<https://ldhophbrcoregion9reofcleadership.zoom.us/j/91865591797>

Meeting ID: 918 6559 1797

Your participation in the ZOOM planning meeting on January 27<sup>th</sup> is critical to ensuring that quality, timely, survivor-centered care is provided to all survivors of sexual assault on the Northshore. If you are unable to participate in the meeting, then please have a designee to participate who has the authority to make recommendations and/or decisions on your behalf.

I have attached a copy of our current OPH Region 9 2024 SAR Plan for your review prior to the meeting. Please email to me your comments, concerns, and/or recommended edits/updates to the attached plan by COB Wednesday, January 22nd, if possible. Also, feel free to call me with your concerns/recommendations. I look forward to seeing you in our meeting.

Sincerely,  
Dr. Gina Lagarde

- **Sheriffs**

**From:** [Gina Lagarde](#)  
**To:** [lard@lpsa.org](mailto:lard@lpsa.org); [Clay.chutz@sthso.org](mailto:Clay.chutz@sthso.org); [Bandysmith@stpsa.com](mailto:Bandysmith@stpsa.com); [stickern@stpsa.org](mailto:stickern@stpsa.org); [jsmith@wpso.la.gov](mailto:jsmith@wpso.la.gov)  
**Subject:** Invitation to the OPH Region 9 Sexual Assault Response Planning Meeting  
**Date:** Wednesday, January 15, 2025 5:56:00 PM  
**Attachments:** [Approved OPH Region 9--2024 SAR Plan --posted.pdf](#)  
**Importance:** High

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Good Evening Sheriffs Ard, Smith, Chutz, Sticker, and Smith,

**From:** [Gina Lagarde](#)  
**To:** [bbourgeois@lpsa.org](mailto:bbourgeois@lpsa.org); [laurie.sibley@sthso.org](mailto:laurie.sibley@sthso.org); [georgecox@stpsa.com](mailto:georgecox@stpsa.com)  
**Subject:** Invitation to the LDH Region 9 Sexual Assault Response Planning Meeting  
**Date:** Wednesday, January 15, 2025 6:02:00 PM  
**Attachments:** [Approved OPH Region 9--2024 SAR Plan --posted.pdf](#)  
**Importance:** High

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Good Evening To All,

**From:** [Gina Lagarde](#)  
**To:** ["bbourgeois@lpsa.org"](mailto:bbourgeois@lpsa.org)  
**Subject:** Invitation to the LDH Region 9 Sexual Assault Response Planning Meeting  
**Date:** Wednesday, January 15, 2025 6:17:00 PM  
**Attachments:** [Approved OPH Region 9--2024 SAR Plan --posted.pdf](#)  
**Importance:** High

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Good Evening Major Bourgeois,

- *Chiefs of Police*

**From:** [Gina Laqarde](#)  
**To:** [rfandal@slidellpd.com](#); [dseuzeneau@slidellpd.com](#); [tschliem@cityofmandeville.com](#); [mferrell@covla.com](#); [btvney@townofmadisonville.org](#); [sbruhi@folsomdpd.org](#); [isessions@nearliverpolice.com](#); [james.smith@boqalusa.org](#); [jbrown@tofpd.com](#); [angiecityhall@bellsouth.net](#); [ladams@itsfast.net](#); [bergeron\\_et@hammond.org](#); [edwardsf@independencepd.org](#); [ifrancois@amitepd.com](#); [tickfawpd@bellsouth.net](#); [staff@roselandpolice.com](#); [michael.kazerooni@kentwoodla.org](#); [chief@ponchatoulapolice.com](#); [jones@townofspringfield.org](#); [daddison@walkerpd.org](#); [rdufrene@townoflivingston.com](#); [boyd.wild@albanyla.gov](#); [chief@fspd-la.gov](#); [rwalker@dspd.net](#); [killiantownhall@eatel.net](#); [chief@portvincent-la.gov](#); [ced.burise@greensburgpolice.org](#)  
**Subject:** Invitation to the LDH Region 9 Sexual Assault Response Planning Meeting  
**Date:** Thursday, January 16, 2025 2:48:00 PM  
**Attachments:** Approved OPH Region 9--2024 SAR Plan --posted.pdf  
**Importance:** High

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Good Afternoon Police Chiefs,

- *Hospitals*

**From:** [Gina Laqarde](#)  
**To:** [dflynn@covingtonhospital.com](#); [ralph.sernas@fmoths.org](#); [mwhittington@hoodmemorial.com](#); [benjamin.richaud@lcmchealth.org](#); [jbruhi@lsuhsc.edu](#); [Sandy.Badinger@ochsner.org](#); [Chuck.spicer@fmoths.org](#); [Darrelllavender@rmchospital.com](#); [Sandy.Badinger@ochsner.org](#); [nawan@shhosp.org](#); [JCoffman@stph.org](#); [suttonm@northoaks.org](#)  
**Subject:** Invitation to the LDH Region 9 Sexual Assault Response Planning Meeting  
**Date:** Thursday, January 16, 2025 6:06:00 PM  
**Attachments:** Approved OPH Region 9--2024 SAR Plan --posted.pdf  
**Importance:** High

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Good Evening To All ,

**From:** [Gina Laqarde](#)  
**To:** [mbernard@covingtonhospital.com](#); [Brian.Galofaro@fmoths.org](#); [mrehma@lsuhsc.edu](#); [PeltierR@northoaks.org](#); [charlane.liles@ochsner.org](#); [robinsabre@rmchospital.com](#); [mark.kellar@oloah.org](#); [todda@hoodmemorial.com](#); [jennifer.schmidt@hcahealthcare.com](#); [jennifer.schmidt@hcahealthcare.com](#); [yhircs@lsuhsc.edu](#); [ThompsonD@northoaks.org](#); [whittingtonm@northoaks.org](#)  
**Subject:** Invitation to the LDH Region 9 Sexual Assault Response Planning Meeting  
**Date:** Thursday, January 16, 2025 6:34:00 PM  
**Attachments:** Approved OPH Region 9--2024 SAR Plan --posted.pdf  
**Importance:** High

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Good Evening To All,

**From:** [Gina Laqarde](#)  
**To:** [let@northoaks.org](#); [neale@northoaks.org](#); [jmartin@ololsh.com](#); [ssherman@shhosp.org](#); [jhowell@shhosp.org](#); [sneade@lsuhsc.edu](#); [cinqram@stph.org](#); [kmilton@stph.org](#); [mcollette@stph.org](#); [dtoups@stph.org](#); [jstphilip@stph.org](#); [brogers@stph.org](#); [mcollett@stph.org](#); [abouton@stph.org](#); [jill.breazeale@fmoths.org](#); [Sybil.cotten@fmoths.org](#); [mark.kellar@fmoths.org](#); [janice.augustine@fmoths.org](#); [kelo.landry@lcmchealth.org](#); [hamilton.dolese@lcmchealth.org](#); [Jacques.Guillot@lcmchealth.org](#); [ginnamurphy@southeastmc.com](#); [bbalado@hoodmemorial.com](#); [rartiques@hoodmemorial.com](#); [csanmarco@hoodmemorial.com](#); [ybertaut@ochsner.org](#); [joholmes@ochsner.org](#); [Michael.quillot@ochsner.org](#); [joholmes@ochsner.org](#); [Jason.wilson@ochsner.org](#); [bbenton@ochsner.org](#); [William.freeman@pepaem.com](#); [peggy.shirlev@pemmanagement.com](#); [michelle.aucoin@pemmanagement.com](#); [ross.darav@pemmanagement.com](#)  
**Subject:** Invitation to the LDH Region 9 Sexual Assault Response Planning Meeting  
**Date:** Friday, January 17, 2025 4:58:00 PM  
**Attachments:** Approved OPH Region 9--2024 SAR Plan --posted.pdf  
**Importance:** High

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Good Evening To All,

- ***EMS/First Responders***

**From:** [Gina Lagarde](#)  
**To:** [dmeche@acadian.com](#); [Hacobsen@acadian.com](#); [Williams9613@bellsouth.net](#); [FD4EMSDivision@Mandevillefire.com](#); [CKaufmann@Slidellfire.org](#); [MParish@Pearlriverfire.org](#); [Moeissler@stfd3.com](#)  
**Subject:** Invitation to the LDH Region 9 Sexual Assault Response Planning Meeting  
**Date:** Wednesday, January 15, 2025 9:11:00 PM  
**Attachments:** [Approved OPH Region 9--2024 SAR Plan --posted.pdf](#)  
**Importance:** High

Good Evening EMS Partners,

**From:** [Gina Lagarde](#)  
**To:** [jwilliams@nsems.net](#); [Williams9613@bellsouth.net](#)  
**Subject:** FW: Invitation to the LDH Region 9 Sexual Assault Response Planning Meeting  
**Date:** Friday, January 17, 2025 4:30:00 PM  
**Attachments:** [Approved OPH Region 9--2024 SAR Plan --posted.pdf](#)  
**Importance:** High

Good Afternoon Ms. Williams,  
 Please see the email below that was sent to [Williams9613@bellsouth.net](#). Just making sure that you received the invitation for the meeting.

**From:** [Gina Lagarde](#)  
**To:** [ytrabona@mandevillefire.com](#)  
**Subject:** FW: Invitation to the LDH Region 9 Sexual Assault Response Planning Meeting  
**Date:** Friday, January 17, 2025 3:34:00 PM  
**Attachments:** [Approved OPH Region 9--2024 SAR Plan --posted.pdf](#)  
**Importance:** High

Good Afternoon,  
 Please see the email below. I just want to make sure that you did get the zoom invite that was sent to [FD4EMSDIVISION@mandevillefire.com](#)

- ***Higher Education***

**From:** [Gina Lagarde](#)  
**To:** [william.wainwright@southeastern.edu](#); [jimcarlson@northshorecollege.edu](#); [frankfudesco@northshorecollege.edu](#); [carmen.bray@southeastern.edu](#); [Michael.beckner@southeastern.edu](#); [andrea.anderson@southeastern.edu](#); [yazmyn.smith@southeastern.edu](#); [slucc@southeastern.edu](#)  
**Subject:** Invitation to the LDH Region 9 Sexual Assault Response Planning Meeting  
**Date:** Thursday, January 16, 2025 7:41:00 AM  
**Attachments:** [Approved OPH Region 9--2024 SAR Plan --posted.pdf](#)  
**Importance:** High

Good Morning Higher Education Partners,

As valued Sexual Assault Response (SAR) partners, we would like to invite you to participate in the

**From:** [Gina Lagarde](#)  
**To:** [police@southeastern.edu](#); [Michael.beckner@southeastern.edu](#)  
**Subject:** FW: Invitation to the LDH Region 9 Sexual Assault Response Planning Meeting  
**Date:** Friday, January 17, 2025 3:38:00 PM  
**Attachments:** [Approved OPH Region 9--2024 SAR Plan --posted.pdf](#)  
**Importance:** High

Good Afternoon Mr. Beckner,  
 Just making sure that you received the zoom invite below. I just realized that I had the police@southeastern.edu email address. Just covering all bases.

- ***School Boards***

**From:** [Gina LaGARde](#)  
**To:** [stephen.link@lpsb.org](#); [jody.purvis@lpsb.org](#); [lchaney@sthpk-12.net](#); [Kioseph@sthpk-12.net](#); [Matthew.Greene@stpsb.org](#); [Frank.Jabbia@stpsb.org](#); [tom.tolar@tangischools.org](#); [melissa.stilley@tangischools.org](#); [leslev.mckinley@wpsb.info](#); [Jennifer.thomas@wpsb.info](#); [Pkates@boqschools.org](#); [Bhurst@boqschools.org](#)  
**Subject:** Invitation to the LDH Region 9 Sexual Assault Response Planning Meeting  
**Date:** Wednesday, January 15, 2025 9:45:00 PM  
**Attachments:** [Approved OPH Region 9--2024 SAR Plan --posted.pdf](#)  
**Importance:** High

Good Evening School Board Presidents and Superintendents of Schools,

As valued Sexual Assault Response (SAR) partners, we would like to invite you to participate in the

**From:** [Gina LaGARde](#)  
**To:** [kmcghee@boqschools.org](#); [tricia.smith@wpsb.info](#); [Jennifer.Wilkinson@lpsb.org](#); [verna.thompson@tangischools.org](#); [Neely.Estrade@stpsb.org](#)  
**Subject:** Invitation to the LDH Region 9 Sexual Assault Response Planning Meeting  
**Date:** Wednesday, January 15, 2025 9:57:00 PM  
**Attachments:** [Approved OPH Region 9--2024 SAR Plan --posted.pdf](#)  
**Importance:** High

Good Evening School Nurse Partners,

As valued Sexual Assault Response (SAR) partners, we would like to invite you to participate in the

- ***Sexual Assault Advocacy Organizations and Children's Advocacy Centers***

**From:** [Gina LaGARde](#)  
**To:** [Rainey@mccagno.org](#); [Rfornea@adaptwp.org](#); [Morgan.lamandre@star.ngo](#); [Rcarlisle@childadv.net](#); [jbenderson@childadv.net](#); [Thomas@cachehouse.org](#); [Rafael@lafasa.org](#)  
**Subject:** Invitation to the LDH Region 9 Sexual Assault Response Planning Meeting  
**Date:** Thursday, January 16, 2025 7:53:00 AM  
**Attachments:** [Approved OPH Region 9--2024 SAR Plan --posted.pdf](#)  
**Importance:** High

Good Morning Advocacy Partners,

As valued Sexual Assault Response (SAR) partners, we would like to invite you to participate in the

- ***District Attorneys***

**From:** [Gina LaGARde](#)  
**To:** [sperilloux@211dda.org](#); [amonistere@211dda.org](#)  
**Subject:** Invitation to the LDH Region 9 Sexual Assault Response Planning Meeting  
**Date:** Wednesday, January 15, 2025 6:31:00 PM  
**Attachments:** [Approved OPH Region 9--2024 SAR Plan --posted.pdf](#)  
**Importance:** High

Good Evening District Attorney Perrilloux and Assistant District Attorney Monistere,

As valued Sexual Assault Response (SAR) partners, we would like to invite you to participate in the

**From:** [Gina Lagarde](#)  
**To:** [mbreaux@22da.com](mailto:mbreaux@22da.com); [kearias@22da.com](mailto:kearias@22da.com)  
**Subject:** Invitation to the LDH Region 9 Sexual Assault Response Planning Meeting  
**Date:** Wednesday, January 15, 2025 6:35:00 PM  
**Attachments:** [Approved OPH Region 9--2024 SAR Plan --posted.pdf](#)  
**Importance:** High

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Good Evening District Attorney Sims,

As a valued Sexual Assault Response (SAR) partner, we would like to invite you to participate in the

- ***Crime Lab***

**From:** [Gina Lagarde](#)  
**To:** [AlisonChampagne@stpsa.com](mailto:AlisonChampagne@stpsa.com); [Bridget Depew \(DPS\)](#); [Carie Whittington](#)  
**Subject:** Invitation to the LDH Region 9 Sexual Assault Response Planning Meeting  
**Date:** Friday, January 24, 2025 4:13:00 PM  
**Attachments:** [Share Draft --2025 Regional SARP-OPH Region 9.pdf](#)  
[OPH Region 9--2024 SAR Plan to Post.pdf](#)  
[ACT 669 of 2024 Reg Session.pdf](#)  
**Importance:** High

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Good Afternoon To All,

As valued Sexual Assault Response (SAR) partners, we would like to invite you to participate in the

- ***Jefferson Parish Coroner's Office- SANE Program Coordinator***

**From:** [Gina Lagarde](#)  
**To:** [Ginesse Barrett](#)  
**Subject:** Invitation to the OPH Region 9 Sexual Assault Response Planning Meeting  
**Date:** Wednesday, January 15, 2025 4:34:00 PM  
**Attachments:** [Approved OPH Region 9--2024 SAR Plan --posted.pdf](#)  
**Importance:** High

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Good Afternoon Ginesse,

- ***Additional SAR Partners***

**From:** [Gina Lagarde](#)  
**To:** [Jennifer O'Quinn](#); [Tammy Leonard](#); [richard.kramer@fphsa.org](mailto:richard.kramer@fphsa.org); [Schoener Laprairie](#); [paulthibodeaux.WPCO.LA@gmail.com](mailto:paulthibodeaux.WPCO.LA@gmail.com); [dwilson@acadian.com](mailto:dwilson@acadian.com); [Jeffery.elder@lcmchealth.org](mailto:Jeffery.elder@lcmchealth.org); [Elizabeth.garbo@fmlhs.org](mailto:Elizabeth.garbo@fmlhs.org); [mekab@safelouisiana.org](mailto:mekab@safelouisiana.org); [kristiq@safelouisiana.org](mailto:kristiq@safelouisiana.org); [atetreau@nsems.net](mailto:atetreau@nsems.net)  
**Subject:** Invitation to the LDH Region 9 Sexual Assault Response Planning Meeting  
**Date:** Friday, January 17, 2025 4:33:00 PM  
**Attachments:** [Approved OPH Region 9--2024 SAR Plan --posted.pdf](#)  
**Importance:** High

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Good Afternoon To All,

As valued Sexual Assault Response (SAR) partners, we would like to invite you to participate in the

**From:** [Gina Lagarde](#)  
**To:** [Yvette Legendre](#)  
**Subject:** Invitation to the LDH Region 9 Sexual Assault Response Planning Meeting  
**Date:** Thursday, January 16, 2025 8:39:00 AM  
**Attachments:** [Approved OPH Region 9--2024 SAR Plan --posted.pdf](#)  
**Importance:** High

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Good Morning Yvette,

As a valued Sexual Assault Response (SAR) partner, we would like to invite you to participate in the

**From:** [Gina Lagarde](#)  
**To:** [Heather Gagliano](#); [Latonyette Thompson](#); [Diane Lewis](#); [Julia Haverkamp](#); [Shakeisha McKay](#); [Martha Hennegan](#) ([Martha.Hennegan@LA.GOV](mailto:Martha.Hennegan@LA.GOV)); [Keith Peek](#); [Martha Hennegan](#)  
**Cc:** [Sheila Bordes](#)  
**Subject:** Invitation to the LDH Region 9 Sexual Assault Response Planning Meeting  
**Date:** Friday, January 17, 2025 1:23:00 PM  
**Attachments:** [Approved OPH Region 9--2024 SAR Plan --posted.pdf](#)  
**Importance:** High

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Good Afternoon To All,

As valued Sexual Assault Response (SAR) partners, we would like to invite you to participate in the

## NOTE:

**The following email reminder was sent to all of the invitees listed in this appendix either on January 24<sup>th</sup>, 25<sup>th</sup>, or 26<sup>th</sup>, along with the following partners: Mark Watson ([mwatson@hoodmemorial.com](mailto:mwatson@hoodmemorial.com)); Dana Washington ([Dana.Washington@la.gov](mailto:Dana.Washington@la.gov));**

As valued Sexual Assault Response (SAR) partners, I would like to remind you to participate in the 2025 OPH Region 9 Annual Sexual Assault Response (SAR) Planning Meeting, which will be held on Monday, January 27, 2025 at 10:00 a.m. **via ZOOM**. During the meeting, we will review the current 2024 regional SAR Plan and the draft copy of the 2025 SAR Plan; discuss any operational issues related to the plan; and discuss additional updates/edits needed to the plan.

I have attached a copy of our current OPH Region 9 2024 SAR Plan and ACT No. 669 (for easy reference) and a draft copy of the 2025 SAR Plan for your review prior to the meeting.

The ZOOM meeting details are as follows:

Topic: OPH Region 9 Sexual Assault Response Planning Meeting

Time: Jan 27, 2025 10:00 AM Central Time (US and Canada)

Join Zoom Meeting

<https://ldhophbrcoregion9regofcleadership.zoom.us/j/91865591797>

Meeting ID: 918 6559 1797

Your participation in the ZOOM planning meeting on January 27<sup>th</sup> is critical to ensuring that quality, timely, survivor-centered care is provided to all survivors of sexual assault on the Northshore. If you are unable to participate in the meeting, then please have a designee to participate who has the authority to make recommendations and/or decisions on your behalf.

I look forward to seeing you in our Zoom meeting, and feel free to call me with your concerns, questions, and/or recommendations.

Sincerely,  
Dr. Gina Lagarde

## **APPENDIX F: PLANNING MEETING PARTICIPANTS/ATTENDEES**

Name	Organization
1. Adam Driskell	St. Tammany Parish Sheriff's Office
2. Adrian Brouillette	Acadian EMS
3. Amy Bouton	St. Tammany Health System
4. Andrea Anderson	Southeastern Louisiana University
5. Andrew Tetreau	Northshore EMS
6. Ashley Mendelson	LCMC Health
7. Ashley Seaverson	STAR
8. Beth Mizell	State Senator, District 12
9. Bradley Leonhard	St. Tammany Health System
10. Brian Galofaro	Our Lady of Angels
11. Bridget Balado	Hood Memorial Hospital
12. Bridget Depew	LSP Crime Lab
13. Calvin Bowden	Livingston Parish Sheriff's Office
14. Carie Whittington	LSP Crime Lab
15. Carmen Bray	Southeastern Louisiana University
16. Dr. Charles Muntan	Lakeview Hospital
17. Dr. Christopher Tape	St. Tammany Parish Coroner
18. Cindy Ingram	St. Tammany Health System
19. Corbet Hunt	Washington Parish Sheriff's Office
20. Corinne Ringo	St. Tammany Parish Sheriff's Office
21. Courtney Williams	Southeastern Louisiana University
22. Dan Flynn	Covington Trace ER & Hospital
23. Daniel Buckner	St. Tammany Parish Sheriff's Office
24. Darnell McAlister	Livingston Parish Sheriff's Office
25. Diane Lewis	OPH Region 9 Regional Nurse Manager
26. Doug Mincin	City of Walker Police Department
27. Doyle Fillastre	St. Tammany Parish Coroner's Office
28. Dr. Jimmie Varnado	St. Helena Parish Coroner
29. Dwain Meche	Acadian EMS
30. Frank Fudesco	Northshore Technical College
31. Dr. Gina Lagarde	OPH Region 9 Regional Medical Director
32. Ginesse Barrett	JPCO SANE Program Coordinator
33. Heather Furnas	LSP Crime Lab
34. Heather Gagliano	OPH Region 9 Regional Asst. Administrator
35. J. Germann	---
36. James Carlson	Northshore Technical College
37. Janice Augustine	Our Lady of Angels
38. Jared Lunsford	St. Tammany Parish Sheriff's Office
39. Jennifer Karasoulis	Northshore Technical College
40. Jennifer O'Quinn	Nurse Family Partnership
41. Jessica Wilkes, LCSW	---



42. Jessie Nieblas  
 43. Joan Coffman  
 44. Joe St. Phillip  
 45. Joel Smith  
 46. Joelle Henderson  
 47. Julia Haverkamp  
 48. Kal Roshto  
 49. Karen Arias  
 50. Katasha August-Robinson  
 51. Katie Foulon  
 52. Katie Heenan  
 53. Keith Peek  
 54. Kelo Landry  
 55. Kevin Triche  
 56. Larry Hudson  
 57. Laura White  
 58. Lisa Bruhl  
 59. Mark Watson  
 60. Martha Hennegan  
 61. Mary Ann Dankert  
 62. Mecole Thompson  
 63. Melissa Stilley  
 64. Michael Cousin  
 65. Michele Sutton  
 66. Morgan Lamandre  
 67. Nada Burge  
 68. Nicole Jones  
 69. Peggy Shirley  
 70. Rachel Artigues  
 71. Randy Lee  
 72. Rebecca Rainey  
 73. Richard Kramer  
 74. Richelle Smart  
 75. Riney, Kirsten  
 76. Robin Chastant, RN  
 77. Dr. Ronald Coe  
 78. Rusty Fornea  
 79. Shad Jenkins  
 80. Shana Turnage  
 81. Sheila Bordes  
 82. Shelly Correjolles  
 83. Suzanne Fraiche  
 84. Sybil Cotton  
 85. Tammy Leonard

LaFASA  
 St. Tammany Health System  
 St. Tammany Health System  
 St. Tammany Parish Sheriff's Office  
 Child Advocacy Services  
 OPH Region 9 Hospital Nurse Coordinator  
 Washington Parish School System  
 Victim Assistance 22JDC  
 Bogalusa High School  
 Our Lady of Angels  
 St. Tammany Parish Sheriff's Office  
 Region 9 Hospital DRC  
 Lakeview Hospital  
 Our Lady of the Lake-Livingston  
 St. Tammany Parish Sheriff's Office  
 St. Tammany Parish Coroner's Office  
 Lallie Kemp Medical Center  
 Hood Memorial Hospital  
 OPH Region 9 MCH Coordinator  
 Jefferson Parish Coroner's Office  
 OPH Region 9 Regional Social Worker  
 Tangipahoa Parish School Board  
 Lakeview Hospital  
 North Oaks Health System  
 STAR  
 Slidell Memorial Hospital  
 Slidell Memorial Hospital  
 Physician Emergency Medical Management  
 Hood Memorial Hospital  
 St. Tammany Parish Sheriff's Office  
 Metro Centers  
 Florida Parishes Human Services Authority  
 North Oaks Health System  
 North Oaks Health System  
 Bogalusa City Schools  
 Livingston Parish Coroner  
 ADAPT, Inc  
 Our Lady of Angels  
 Washington Parish School Board  
 OPH Region 9 Regional Administrator  
 Lallie Kemp Medical Center  
 St. Tammany Health System  
 Our Lady of the Lake-Livingston  
 OPH Region 9 Immunization Coordinator

86. Taylor Jacobson  
87. Terry Le  
88. Thomas Mitchell  
89. Tiffany Smith  
90. Todd Acosta  
91. Tom Tolar  
92. Tren Garbo  
93. Tricia Smith  
94. Verna Thompson  
95. Vicki Hirsch  
96. Vincent Trabona  
97. Will Freeman  
98. Yancy Guerin  
99. Yazmyn Smith  
100. Ysonde Boland  
101. Yvette Bertaut  
102. Yvette Legendre  
103. ---  
104. Cedric's iPhone (Cedric Burise)  
105. w0168975  
106. GDS iPhone  
107. ---

Acadian EMS  
North Oaks Health System  
Hope House  
---  
Hood Memorial Hospital  
Tangipahoa Parish School System  
Our Lady of Angels  
Washington Parish School Board  
Tangipahoa Parish School Board  
Lallie Kemp Medical Center  
Mandeville Fire/EMS  
Hood Memorial Hospital  
St. Tammany Parish Coroner's Office  
Southeastern Louisiana University  
Asst. District Attorney 22JDC  
Ochsner Health  
LERN  
Louisiana Chapter IAFN  
Greensburg Police Dept.  
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22<sup>nd</sup> DA Office

**APPENDIX G: OPH REGION 9 CORONERS' SIGNATURES OF  
APPROVAL OF THE 2025 OPH REGION 9 REGIONAL  
SAR PLAN**

Per ACT No. 354 (2024 Regular Session):

The coroner shall implement, fulfill, and comply with all obligations, duties, and requirements imposed upon him by R.S. 40:1216.1 and by the regional sexual assault response plan approved for the coroner's health service district pursuant thereto, which *the coroner shall annually sign to indicate his approval* pursuant to R.S.40:1216.1(E)(4)

**Livingston Parish Coroner**

_____	_____	_____
Print Name	Signature	Date

**St. Helena Parish Coroner**

_____	_____	_____
Print Name	Signature	Date

**St. Tammany Parish Coroner**

_____	_____	_____
Print Name	Signature	Date

**Tangipahoa Parish Coroner**

_____	_____	_____
Print Name	Signature	Date

**Washington Parish Coroner**

_____	_____	_____
Print Name	Signature	Date



**APPENDIX G: OPH REGION 9 CORONERS' SIGNATURES OF**  
**APPROVAL OF THE 2025 OPH REGION 9 REGIONAL**  
**SAR PLAN**

Per ACT No. 354 (2024 Regular Session):

The coroner shall implement, fulfill, and comply with all obligations, duties, and requirements imposed upon him by R.S. 40:1216.1 and by the regional sexual assault response plan approved for the coroner's health service district pursuant thereto, which *the coroner shall annually sign to indicate his approval* pursuant to R.S.40:1216.1(E)(4)

**Livingston Parish Coroner**

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**St. Helena Parish Coroner**

Jimmi E. W. Varnado  
Print Name

Jimmi E. W. Varnado MP 2/6/2025  
Signature

2/6/2025  
Date

**St. Tammany Parish Coroner**

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Tangipahoa Parish Coroner**

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Washington Parish Coroner**

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**APPENDIX G: OPH REGION 9 CORONERS' SIGNATURES OF**  
**APPROVAL OF THE 2025 OPH REGION 9 REGIONAL**  
**SAR PLAN**

Per ACT No. 354 (2024 Regular Session):

The coroner shall implement, fulfill, and comply with all obligations, duties, and requirements imposed upon him by R.S. 40:1216.1 and by the regional sexual assault response plan approved for the coroner's health service district pursuant thereto, which *the coroner shall annually sign to indicate his approval* pursuant to R.S.40:1216.1(E)(4)


**Livingston Parish Coroner**

Print Name	Signature	Date
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**St. Helena Parish Coroner**

Print Name	Signature	Date
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**St. Tammany Parish Coroner**

Christopher Tape		2/4/2025
Print Name	Signature	Date

**Tangipahoa Parish Coroner**

Print Name	Signature	Date
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**Washington Parish Coroner**

Print Name	Signature	Date
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**APPENDIX G: OPH REGION 9 CORONERS' SIGNATURES OF**  
**APPROVAL OF THE 2025 OPH REGION 9 REGIONAL**  
**SAR PLAN**

Per ACT No. 354 (2024 Regular Session):

The coroner shall implement, fulfill, and comply with all obligations, duties, and requirements imposed upon him by R.S. 40:1216.1 and by the regional sexual assault response plan approved for the coroner's health service district pursuant thereto, which *the coroner shall annually sign to indicate his approval* pursuant to R.S.40:1216.1(E)(4)

**Livingston Parish Coroner**

Print Name	Signature	Date

**St. Helena Parish Coroner**

Print Name	Signature	Date

**St. Tammany Parish Coroner**

Print Name	Signature	Date

**Tangipahoa Parish Coroner**

<i>Rick Foster TPC</i>	<i>Rick Foster TPC</i>	<i>2/4/25</i>
Print Name	Signature	Date

**Washington Parish Coroner**

Print Name	Signature	Date

**APPENDIX G: OPH REGION 9 CORONERS' SIGNATURES OF**  
**APPROVAL OF THE 2025 OPH REGION 9 REGIONAL**  
**SAR PLAN**

Per ACT No. 354 (2024 Regular Session):

The coroner shall implement, fulfill, and comply with all obligations, duties, and requirements imposed upon him by R.S. 40:1216.1 and by the regional sexual assault response plan approved for the coroner's health service district pursuant thereto, which *the coroner shall annually sign to indicate his approval* pursuant to R.S.40:1216.1(E)(4)

**Livingston Parish Coroner**

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**St. Helena Parish Coroner**

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**St. Tammany Parish Coroner**

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Tangipahoa Parish Coroner**

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Washington Parish Coroner**

Rogelio A. Casamayo  
Print Name

Rogelio A. Casamayo  
Signature

2/6/25  
Date



## **APPENDIX H: UPDATES MADE TO THE 2024 REGION 9 SAR PLAN**

The 2025 Region 9 Regional SAR Plan includes specific updates/changes made to sections of the 2024 Region 9 SAR Plan, which are outlined in the chart below.

- Throughout entire plan, “victim” was changed to “survivor” and ACT No. 229 was changed to R.S. 40:1216.1 or deleted, depending on the applicable sections.
- Updates in column 2 below corresponds to the page numbers in the 2024 SAR plan.

Statutory Mandates	Updates to <b>2024</b> SAR Plan
<b>a)</b> Provide an inventory of all available resources and existing infrastructure in the region and clearly outline how the resources and infrastructure will be incorporated in the most effective manner. <b>(Pages 5-7 of <u>2024</u> SAR plan)</b>	<p><b><i>Changed the following on pg. 5:</i></b></p> <ul style="list-style-type: none"><li>○ 2024 changed to 2025 and</li><li>○ “victim” changed to “survivor”</li><li>○ Deleted Lacombe from parishes served by St. Tammany Fire District 1 and added “ambulance unit responds to medical emergencies but doesn’t transport patients. Acadian Ambulance transports patients for St. Tammany FD 1”</li><li>○ Added St. Tammany Fire District 3 to the EMS services chart and added St. Tammany (Lacombe) to the Parishes column</li></ul> <p><b><i>Changed the following on pg. 6:</i></b></p> <ul style="list-style-type: none"><li>○ Deleted “West” from Slidell Memorial Hospital in the Hospital ER Services chart.</li><li>○ The page number for additional information about Sexual Assault/Rape Crisis and Advocacy Centers/Programs was changed from pg. 18 to pg. 17</li><li>○ Sexual Assault/Rape Crisis and Advocacy Centers/Programs chart:<ul style="list-style-type: none"><li>▪ Added “LAFASA accredited” and their respective home regions to each SAC Deleted NOTE in chart which referenced SAFE....</li><li>▪ Deleted Franklinton, LA. and added Hammond, LA. to the Region 9 locations column for Washington Parish Rape Crisis Center/ADAPT, Inc.</li></ul></li></ul>

	<ul style="list-style-type: none"> <li>▪ Deleted “other satellite offices in Gonzales, St. Francisville, Laplace, Luling additional information and edited information to “Sexual Trauma Awareness and Response Agency/STAR, and ADAPT, Inc. in the chart.</li> </ul> <p><b><i>Changed the following on pg. 7:</i></b></p> <ul style="list-style-type: none"> <li>○ Deleted “St. Tammany cases only” and added “cases from all parishes” for St. Tammany Parish Coroner’s Office DNA Lab</li> <li>○ Deleted the listing of the 5 Northshore parishes for Louisiana State police Crime Lab and added “cases from all parishes”.</li> <li>○ Deleted Chief Michael Beckner as Southeastern Louisiana University Police Department and added Interim Chief Carmen Bray</li> <li>○ Updated names for local Police Chiefs (Covington, Sun, Bogalusa, Roseland, Kentwood, Springfield, Killian, Port Vincent, Greensburg and Montpelier).</li> </ul>
<p><b>b) Clearly outline the entity responsible for the purchase of sexual assault collection kits and the standards and procedures for the storage of the kits prior to use in a forensic medical examination. (Page 8 of <u>2024</u> SAR plan)</b></p>	<p><b><i>Changed the following on pg. 8:</i></b></p> <ul style="list-style-type: none"> <li>○ In #1, “Contents of the Sexual Assault (SA) Collection Kits” : <ul style="list-style-type: none"> <li>▪ Used the language in R.S. 40:1216.1 for and deleted the language that was from ACT No. 229 (2015 Regular Session)</li> <li>▪ Deleted “APPENDIX A” reference</li> </ul> </li> <li>○ In #2, “Purchase and Storage of the SA Collection Kits”: <ul style="list-style-type: none"> <li>▪ Deleted “(PERKS)” and the inactive website address</li> <li>▪ Deleted “West” from Slidell Memorial Hospital in the Hospital ER Services chart.</li> </ul> </li> </ul>

<p>c) Clearly outline the standards and procedures for a survivor to receive a forensic medical examination, as defined in R.S. 15:622, to ensure access to such an examination in every parish. The plan shall designate a hospital or healthcare provider to be the lead entity for sexual assault examinations for adult survivors and a hospital or healthcare provider to be the lead entity for sexual assault examinations for pediatric survivors. The plan shall also include specific details directing first responders in the transport of survivors of a sexually-oriented crime, the appropriate party to perform the forensic medical examination, and any required training for a person performing a forensic medical examination. <b>(Pages 9-19 of <u>2024</u> SAR plan)</b></p>	<p><b><i>Changed the following under 1. “DESIGNATED LEAD MEDICAL ENTITIES/FACILITIES AND PROVIDERS” on pgs. 9 and 10:</i></b></p> <ul style="list-style-type: none"> <li>○ On pg. 9 <ul style="list-style-type: none"> <li>▪ Changed the introductory sentence to read “In OPH Region 9, the following hospitals and healthcare provided have been designated by the coroners (and approved by stakeholders) to serve as lead entities to perform the medical screenings and forensic medical exams.”</li> <li>▪ “For Adults (aged 18 years and older)”:<ul style="list-style-type: none"> <li>❖ Deleted “Entity” and pluralized “Facilities” in first bullet;</li> <li>❖ Deleted “OLOL (in Walker) and St. Tammany Parish Hospital (in Mandeville)” from first arrowed bullet and added “in Region 9”; inserted “lead medical” to “designated facilities”</li> <li>❖ Deleted “West” for Slidell Memorial Hospital</li> <li>❖ Under “Designated Lead and Healthcare Provider(s) for FMEs”, moved the JPCO SANE Program Team information from the second arrowed bullet to the first and added “and SAR stakeholders” after “the coroners”. Also, shortened the language of the other arrowed bullet referencing ER physician to perform the FME if the JPCO SANE team is unavailable.</li> </ul> </li> </ul> </li> <li>○ On pg. 10 <ul style="list-style-type: none"> <li>▪ “For Children (under age 18 years)”:<ul style="list-style-type: none"> <li>❖ Deleted “medical screenings” from the NOTE only, in the gray box to now read “NOTE: A pediatric SA survivor’s advocate should be present for all FMEs.”</li> <li>❖ Deleted “Entity” and pluralized “Facilities” in first bullet</li> <li>❖ Deleted “OLOL (in Walker) and St. Tammany Parish Hospital (in Mandeville)” from first arrowed bullet and added “in Region 9”</li> <li>❖ Deleted “West” for Slidell Memorial Hospital</li> <li>❖ For Acute and Sub-/Non Acute Pediatric FME charts, deleted “entity” from the charts</li> <li>❖ For ACUTE Pediatric FMEs, changed APPENDIX from “B” to “A”; deleted “See pg. 14 for videotaping...” and added the Louisiana Children’s Code reference foe videotaping forensic interviews of child survivors of SA.</li> </ul> </li> </ul> </li> </ul>
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- ❖ For “SUB-/NON-ACUTE Pediatric FMEs, added (>72 hrs.); deleted OLOL Pediatric ER and added Audrey Hepburn CARE Center in Baton Rouge. In the Notes of the chart, added Audrey Hepburn Care Center satellite office located in BR (Baton Rouge); changed “peds” to “pediatrics

***Changed the following under 3. “THE FORENSIC MEDICAL EXAM AND EVIDENCE COLLECTION” on pgs. 12 – 19, per ACT No. 669:***

- For “A” (definitions) – ***pg. 12***
  - Added (per R.S. 40:1216.1 & ACT No. 669)
  - Changed the definition for “Sexually oriented criminal offense” to “has the same meaning as defined in R.S. 15:622 per ACT No. 669
  - Added “Emergency contraception” definition
  - Updated the FME definition with that from ACT No. 669 and moved the components of the FME to “Healthcare Services for Survivors of Sexually Oriented Criminal Offenses section”
  - Updated “Healthcare provider”
    - ❖ To include (a) and (b)
    - ❖ To include “sexual assault nurse examiner” in (a)
    - ❖ Added the words “and trained” in (a)
    - ❖ Referenced APPENDIX C for training guidance in (a).
    - ❖ Moved “Healthcare facility” definition to (b) as now part of “Healthcare provider” and deleted ACT No.193
  - Deleted the NOTE bullet
- Per ACT No. 669, for “B” (definitions), this section was deleted and
  - “Sexual assault collection kit” and were moved under “A”
  - “Unreported sexual assault collection kit” was deleted
  - Deleted “a sexual assault medical forensic examination” in the definition of “Sexual assault collection kit” and added “during a forensic medical exam”
- ***On pg. 13.*** “C” (Healthcare Services) was changed to section “B” and
  - Bullets were changed to numbers
  - A “#2” was added with language from ACT No. 669 regarding addressing the unique needs and circumstances of each survivor.

	<ul style="list-style-type: none"> <li>▪ A #5 was added which included the components of an FME from pg. 12 AND included 2 additional requirements from ACT No. 669</li> <li>▪ For the “sign language or foreign language interpreter” bullet, “upon request” was deleted</li> <li>▪ Language from ACT No. 669 was added to the following bullets: <ul style="list-style-type: none"> <li>❖ “...priority emergency cases...” Also, “if at all possible” was added to “In Region 9, the survivor should not be left alone”.</li> <li>❖ SA/Rape Crisis Advocate and a reference to APPENDIX C was added</li> </ul> </li> <li>▪ For the “Reporting” bullet (pg. 14): <ul style="list-style-type: none"> <li>❖ Language changed to match that of ACT No. 669</li> <li>❖ Exceptions to Reporting box was enlarged</li> <li>❖ Sub-bullets were moved under the “Notification of Law Enforcement”</li> </ul> </li> <li>▪ For the “Forensic Medical Examinations” bullet on pg. 14, <ul style="list-style-type: none"> <li>❖ It was converted to #8</li> <li>❖ Deleted the box regarding videotaping the forensic interview of children and referenced the videotaping as Note 3 under “OPH Region 9 Designated Lead Medical Facility for Acute Pediatric FMEs” per the Louisiana Children’s Code ...</li> <li>❖ Added sub-bullets with language from ACT No. 669 which included the statewide sexual assault collection kit tracking system.</li> <li>❖ Added bullet “A healthcare provider working for a coroner’s office may store the sexual assault collection kit in a secure location maintained by the coroner.”, per ACT No. 669</li> </ul> </li> <li>▪ Deleted the Collection and Packaging Evidence bullet (pg. 14) and the Assignment of a Code Number bullet (pg. 15-16)</li> <li>▪ For the “Notification of Law Enforcement” bullet (pg. 17): <ul style="list-style-type: none"> <li>❖ The section was moved to follow after Reporting as #7</li> <li>❖ Sub-bullets from pg. 17 and pg. 14 (Reporting sub-bullets) were redundant and therefore combined to</li> </ul> </li> </ul>
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	<p>form #7. Language from ACT No. 669 was added to sub-bullet for the survivor who wishes to report.</p> <ul style="list-style-type: none"> <li>❖ The “In Region 9” sub-bullet was moved to the “survivor wishes to report” sub-bullet and included language from ACT No. 669.</li> <li>❖ For the sub-bullet which references “if the survivor wishes to report”, deleted “before the survivor is examined and treated”</li> <li>❖ Changed See Chain of Custody of Evidence pg. to 18.</li> </ul> <ul style="list-style-type: none"> <li>▪ For the “Post-Examination, Emergency contraception, Medical Discharge, and Follow-up Care of the Patient: bullet (pg. 17): <ul style="list-style-type: none"> <li>❖ Deleted “Medical Discharge” and “of the Patient” from the bullet heading</li> <li>❖ Deleted (PERK) and “Per ACT No. 193”</li> <li>❖ Added the bullet “The survivor shall be provided with information about medical billing”</li> </ul> </li> <li>▪ On pg. 18, updated services information in the “Sexual Assault/Rape Crisis and Child Advocacy Centers” chart for children hospital accompaniment/hospital advocates for STAR and Hope House</li> <li>▪ Pg. 19 moved to APPENDIX C</li> </ul>
<p><b>d)</b> Clearly outline the standards and procedures for the handling and payment of medical bills related to the forensic medical examination to clarify and ensure that those standards and procedures are in compliance with this Section and any other applicable section of law. <b>(Pages 21-23 of <u>2024</u> SAR plan)</b></p>	<ul style="list-style-type: none"> <li>○ Deleted “ Medical Billing” heading and the language that follows (“All designated hospitals...and will include the following”)</li> <li>○ First bubble bullet under the arrowed bullet “Regarding Medical Billing” was labeled #1 in this section. <ul style="list-style-type: none"> <li>▪ 3<sup>rd</sup> and 4<sup>th</sup> sub-bullets deleted which reference laboratory testing and medication, respectively.</li> <li>▪ Deleted the words “Regarding Medical Billing”</li> </ul> </li> <li>○ Second and third bubble bullets under the arrowed bullet “Regarding Medical Billing” were merged and labeled #2 in this section <ul style="list-style-type: none"> <li>▪ “”hospital or” was added to the first sentence (before healthcare facility shall...)</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>▪ Added language from ACT No. 669 regarding a survivor seeking reparation in accordance with Crime Victims Reparations Act</li> <li>○ First bubble bullet under the arrowed bullet “Regarding Explanation of Billing Process” was labeled #3 in this section <ul style="list-style-type: none"> <li>▪ The second bubble bullet was made a sub-bullet of #3</li> <li>▪ Deleted the words “regarding Explanation of Billing Process”</li> </ul> </li> <li>○ On pg. 22, deleted #2 “Crime Victims Reparations Board” information</li> <li>○ Deleted the arrowed bullets and its information</li> </ul>
<p>e) Clearly outline the standards and procedures for the transfer of sexual assault collection kits <i>[for both reported and unreported crimes to an appropriate criminal justice agency or the local law enforcement agency having jurisdiction in the parish in which the crime was committed, if known, or if unknown, to an appropriate criminal justice agency or the local law enforcement agency having jurisdiction in the parish in which the hospital or healthcare provider is located. The plan shall include a maximum time period for the transfer to occur not to exceed seven days after the criminal justice agency or local law enforcement agency receives a request for the transfer from the hospital or healthcare provider.]</i> (Pages 20-21 of <b>2024</b> SAR plan)</p>	<ul style="list-style-type: none"> <li>○ Deleted the language in e) of this statutory mandate that is in bold italic</li> <li>○ Under the first arrowed bullet, <ul style="list-style-type: none"> <li>▪ all of the information after the first sentence was moved to its own sub-bullet which follows “The law enforcement agency shall retrieve...” sub-bullet</li> <li>▪ The order of the sub-bullets were changed for better flow of information</li> <li>▪ Regarding “The law enforcement agency shall retrieve...” sub-bullet, a NOTE was added which referenced ACT No. 669 as it relates to the 72 hours timeframe law enforcement has to take possession of the SA collection kit and why the 1- hour timeframe chosen for Region 9.</li> </ul> </li> <li>○ The second arrowed bullet was added as a sub-bullet under the first arrowed bullet.</li> <li>○ Added another arrowed bullet “Maintenance of Retrieved Sexual Assault Collection Kits” with language from ACT No. 669.</li> </ul>



## **OTHER UPDATES TO THE 2024 PLAN:**

- **Page 1:** Changed date of the Regional SAR Plan from 2024 to 2025; changed month of updates to plan from June 2024 to January 2025
- **Page 2:** “Preface” changed to “Overview” and removed most of the historical information and kept the information applicable to the 2025 plan.
  - ❖ Deleted information in paragraph 1 after “ ...in conduction a forensic medical examination”
  - ❖ Deleted paragraphs 2 and 3 in 2024 SAR plan
- **Page 3:** Changed ACT No. 229 to R.S. 40.1216.1; deleted “Addendum”; added APPENDIX A -JPCO SANE PROGRAM ALGORITHMS to paragraph 2; changed Region IX Statistics Form from APPENDIX C to APPENDIX B in paragraph 2; updated language in paragraphs 1 and 2 of the 2024 SAR plan. References to APPENDICES E (copy of stakeholders’ invitation to the SAR planning meeting and list of invitees) and F (meeting participant list of individuals and organizations) were added to information on pg. 3; edits/updates made to the 2024 plan is now Appendix H.
- **Page 4:** The paragraph was updated with current legislation; pages in the text box have been updated to match the pages in the 2025 OPH Region 9 Regional SAR Plan; the statutory mandate outlined in (e) was shortened with language in ACT NO. 669 (Information after the first line was deleted); and the following page numbers for the statutory mandates in the 2024 plan were changed to correspond to the new page numbers of the 2025 plan:
  - Pages 5-7 changed to Pages 4-6 of the 2025 SAR Plan
  - Page 7 changed to Pages 8 of the 2025 SAR Plan
  - Pages 9-19 changed to Pages 8-17 and 21-22 of the 2025 SAR Plan
  - Pages 21-23 changed to Page 20 of the 2025 SAR Plan
  - Pages 20-21 changed to Pages 18-19 of the 2025 SAR Plan

- **Page 23: “Survivors’ Access To FME Documentation”**
  - Deleted “La. R.S. 1216.1 (G) (1)-(2) stated that”
  - Information moved into a #1 and #2
    - ❖ #1 includes the information in the paragraph, starting with “Upon request...” merged with information from the first bullet
    - ❖ #2 includes the information from the second and third bullets. “The reproduction of written documentation...” and “This release...”
- **Pages 24-26: “Moving Forward”** section deleted from plan since it is a summary of information discussed in the planning meeting. Will be covered in the minutes, where applicable.
- The **“Sexual Assault Survivors’ Bill of Rights”** section was added to the plan directly following the “Survivors’ Access to FME Documentation” section.
- **The following statements from ACT No. 669 were added to the end of the SAR plan:**

Per ACT No. 669 (2024 Regular Session):

- For hospitals, failure to comply with the standards in R.S. 40:1216.1 shall constitute grounds for denial, suspension, or revocation of license.
- Also, failure to comply may constitute grounds for denial, suspension, or revocation of the healthcare provider’s license by the appropriate licensing board or commission.

Per ACT No. 354 (2024 Regular Session):

- The coroner shall implement, fulfill, and comply with all obligations, duties, and requirements imposed upon him by R.S. 40:1216.1 and by the regional sexual assault response plan approved for the coroner’s health service district pursuant thereto, which the coroner shall annually sign to indicate his approval pursuant to R.S.40:1216.1(E)(4) SEE APPENDIX G for coroners’ signatures
- **APPENDIX A:** Contents of the sexual assault collection kit for adults and pediatrics were deleted and the updated JPCO SANE algorithms were added
- **APPENDIX B:** JPCO SANE Program Algorithms deleted and added the Region IX Statistics Form

- **APPENDIX C:** Consists of the information from pg. 19 of the 2024 plan “Required FME Training For Designated Healthcare Providers”.
  - Paragraph’s language was updated and “Required FME Training” changed to “FME Training Guidance”
  - Sexual Assault (Survivors’) Advocates bullet updated with corrected training information.
- **APPENDIX D:** No change
- **APPENDIX E:** Now includes the PLANNING MEETING NOTICES & LIST OF INVITEES, per ACT No. 669. “Updates Made To The Region 9 SAR Plan” moved to the newly created Appendix H.
- **APPENDIX F:** New and includes the PLANNING MEETING PARTICPANTS /ATTENDEES, per ACT No. 669
- **APPENDIX G** has been added which includes the signatures of the OPH Region 9 Coroners to approve the 2025 OPH Region 9 SAR Plan
- **APPENDIX H:** New and included “Updates Made To The 2024 Region 9 SAR Plan