

2025 Regional Sexual Assault Response Plan

OPH Region 3

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PREFACE

During the 2015 Louisiana Regular Legislative Session, the Legislature passed ACT No. 229. The Act addressed the treatment and billing of survivors of a sexually-oriented criminal offense. The legislation was enacted to ensure survivors' access to a forensic medical examination in every parish and ensure no hospital or healthcare provider bills a survivor for any healthcare services rendered in conducting a forensic medical examination, as provided for in R.S. 15:622. All coroners, licensed hospitals, and healthcare providers in Louisiana must adhere to the mandates provided for in the statute in the event that a person, male or female, presents himself or herself or is presented for treatment as a survivor of a sexually-oriented criminal offense. The provisions of this Act apply to any survivor of a sexually-oriented criminal offense that occurred on or after January 13, 2015, in accordance with emergency rules promulgated by the Crime Victims Reparations Board and pursuant to Executive Order BJ 14-17, which provides relative to the administrative rules, policies, and practices for medical expenses and examinations related to survivor of a sexually-oriented criminal offense.

The Governor of Louisiana's Executive Order BJ 2014-7 (signed and issued on December 9, 2014) authorized the Louisiana Department of Health and the Department of Public Safety to jointly review and formulate the minimum standards and requirements for the contents of a sexual assault examination kit, including the accompanying paperwork to be included therein, with the intent of creating a kit that is shelf stable and without expiration date. Per ACT No. 229, all sexual assault collection kits used by the coroners, or designee and all physicians or hospitals in Louisiana when providing forensic medical examinations of survivors of alleged sexual offenses must meet the standards developed by the Department of Health and Hospitals and the Department of Public Safety and Corrections.

In accordance with ACT No. 229, the Louisiana Department of Health, in collaboration with the OPH Region 3 Medical Director, coordinated the first annual sexual assault response (SAR) plan for the OPH Region 3 in 2015. Input was solicited from regional partners, including law enforcement, coroners, hospitals, first responders, higher education institutions, school board/school systems, district attorneys, crime labs, sexual assault advocacy organizations, and child advocacy centers.

ACT No. 229 mandates each of the Louisiana Department of Health medical directors to coordinate an annual sexual assault response plan for their respective regions. Continued progress has been made in coordinating SANE/SART response capacity for the region. Input is continuously solicited from the Office of Public Health Region 3 coroners, and/or their designated SAR staff, and from other regional SAR partners. The following 2025 Office of Public Health Region 3 Sexual Assault Response Plan includes the consensus-recommended updates/changes by stakeholders and will be submitted to the Secretary for approval by implementation by February 2025 (effective February first of the following year, per ACT 229).

The following 2025 Office of Public Health Southeast Region 3 Sexual Assault Response Plan meets the minimum statutory mandates and addresses the following areas, per ACT No. 229:

- a. Provides an inventory of all available resources and existing infrastructure in the region and clearly outlines how the resources and infrastructure will be incorporated in the most effective manner.
- b. Clearly outlines 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 the forensic medical examination.
- c. Clearly outlines 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 of healthcare providers 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.
- d. Clearly outlines the standards and procedures for handling and payment of medical bills related to the forensic medical examination to clarify and ensures that those standards and procedures are in compliance with this Section and any other applicable section of law.
- e. Clearly outlines the standards and procedures for the transfer of sexual assault collection kits 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. If unknown, to an appropriate criminal justice agency of 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 of healthcare provider.
- f. Solicits the input from interested stakeholders in the region including, but not limited to, all of the following:
 1. The Sheriff for each parish within the region;
 2. The Chief of Police for any political subdivision located within the region;
 3. All hospitals within the region;
 4. The coroner for each parish within the region;
 5. First responder organizations located within the region;
 6. Higher education institutions located within the region;
 7. The school board for each parish located within the region;
 8. Sexual assault advocacy organizations and child advocacy centers providing services within the region;
 9. The District Attorney for each parish within the region; and
 10. Each crime lab located within the region.
- g. The annual response plan shall be approved by the stakeholders mentioned above.

In Memoriam:

This year's plan is dedicated to Dr. Tedesco, Terrebonne Parish Coroner, without whose leadership and initiative, the Region 3 SANE/SART pilot may never have happened. Dr. Tedesco's engagement of key elected officials and commitment to improving the process of supporting survivors of sexual assault created the momentum needed to implement the necessary changes. In addition to his service in the U.S. Air Force and a 35-year career as a general surgeon in Houma, Dr. Tedesco was elected coroner of Terrebonne Parish in 1984 and served in that capacity until his passing on August 17, 2020. His service to the Parish, Region, and Country will not be forgotten, and he will be greatly missed.

OPH REGION 3 SEXUAL ASSAULT RESPONSE PLAN

The **2025 OPH Southeast Region 3 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 Terrebonne, Lafourche, Assumption, St. Charles, St. James, St. John, and St. Mary Parishes. This consensus regional response plan ensures that survivors of sexual assaults have immediate access to coordinated care that is survivor-centered, respectful, as well as 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 wish to receive. OPH Region 3 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.

The Regional Plan includes the relevant resources and infrastructure for all parishes that comprise OPH Region 3. It should be noted that relevant resources and infrastructure for St. Mary Parish is included in this document; however, the appendices do not include an algorithm for activation for St. Mary. St. Mary Parish is not an active member of the OPH Region 3 SANE/SART program and St. Mary did not provide its current algorithm for responding to sexual violence within the parish.

The following sections address the minimum statutory mandates of ACT No. 229.

SEXUAL ASSAULT RESPONSE RESOURCES AND INFRASTRUCTURE

The Region 3 *Sexual Assault Response Team* consists of key responders who will ensure that survivors have access to medical, law enforcement, advocacy, and prosecutorial services.

- 7 Coroners

Name	Jurisdiction
Dr. Keith Landry	Assumption Parish
Kayla Breaux	Lafourche Parish
Dr. Brian Brogle	St. Charles Parish
Dr. Randall Poche'	St. James Parish
Dr. Christian Montegut	St. John the Baptist Parish
Dr. Eric Melancon	St. Mary Parish
Dr. Patrick Walker	Terrebonne Parish

- 6 District Attorneys

Name	District	Parish
Honorable Bofill Duhe'	16 th	St. Mary Parish
Honorable Kristine Russell	17 th	Lafourche Parish
Honorable Ricky Babin	23 rd	Assumption Parish/St. James Parish
Honorable Joel T. Chaisson, II	29 th	St. Charles Parish
Honorable Joseph L. Waitz, Jr.	32 nd	Terrebonne Parish
Honorable Bridget A. Dinvaut	40 th	St. John the Baptist Parish

- Emergency Medical Services

Organizations	Parishes
Acadian Ambulance Service	Assumption, Lafourche, St. James, St. John, St. Mary, Terrebonne Parishes
Lafourche Parish EMS	Lafourche Parish
St. Charles Parish EMS	St. Charles Parish

- Hospital Emergency Room (ER) Services

Designated Region 3 Hospitals/ERs	Location	Parishes
Our Lady of the Lake Assumption Community Hospital	Napoleonville, LA	Assumption Parish
Ochsner Chabert Medical Center	Houma, LA	Region 3 Parishes
Bayou Bend Health System	Franklin, LA	St. Mary Parish
Ochsner St. Anne Hospital	Raceland, LA	Lafourche Parish
Lady of the Sea General Hospital	Cut Off, LA	Lafourche Parish
Ochsner St. Charles Parish Hospital	Luling, LA	St. Charles Parish
St. James Parish Hospital	Lutcher, LA	St. James Parish
Ochsner Health Center-River Parishes "Stand-Alone" ER	LaPlace, LA	St. John the Baptist Parish
Ochsner St. Mary	Morgan City, LA	St. Mary Parish

Terrebonne General Health System	Houma, LA	Terrebonne Parish
Thibodaux Regional Health System	Thibodaux, LA	Lafourche Parish

- Sexual Assault/Rape Crisis and Advocacy Centers/Programs

Name	Location	Service Area
The Haven	Houma, LA Thibodaux, LA	Assumption Parish Lafourche Parish Terrebonne Parish
Metro Centers for Community Advocacy	Norco, LA	St. Charles Parish St. James Parish St. John the Baptist Parish
Hearts of Hope	Lafayette, LA	St. Mary Parish
Terrebonne Children's Advocacy Center	Houma, LA	Terrebonne Parish
Children's Advocacy Center of Lafourche	Thibodaux, LA	Lafourche Parish Assumption Parish
Child Advocacy Services	Hammond, LA	St. Charles Parish St. James Parish

- Crime and DNA Labs (1)

Name	Location
Louisiana State Police Crime Lab	Baton Rouge, LA
<i>NOTE: All sexual assault collection kits are transported to Louisiana State Police Crime Lab in Baton Rouge, La. to be processed. In 2022, grant funding helped to purchase proper DNA storage refrigerators for each law enforcement agency to store the forensic medical collection kits.</i>	

- Law Enforcement

- 7 Parish Sheriffs

Name	Parishes Covered
Sheriff Leland Falcon	Assumption Parish
Sheriff Craig Webre	Lafourche Parish
Sheriff Greg Champagne	St. Charles Parish
Sheriff Claude J. Louis Jr.	St. James Parish
Sheriff Mike Tregre	St. John the Baptist Parish
Sheriff Gary Driskell	St. Mary Parish
Sheriff Timothy Soignet	Terrebonne Parish

- 12 Local Police Chiefs

Parish	Name	Jurisdiction
Lafourche Parish	Chief Bryan Zeringue	Thibodaux, LA
	Chief David Harrelson	Lockport, LA
	Chief Troy Dufrene	Golden Meadow, LA
	Chief Alexander Barnes	Nicholls State University
Terrebonne Parish	Chief Travis Theriot	Houma, LA
St. James Parish	Chief Dustin Jenkins	Gramercy, LA
	Chief Dwan Bowser	Lutcher, LA
St. Mary Parish	Chief Harry Smith	Baldwin, LA
	Chief David Leonard	Berwick, LA
	Chief Cedric Handy	Franklin, LA
	Chief Chad Adams	Morgan City, LA
	Chief Garret Grogan	Patterson, LA

- Higher Education

Name	Location
Nicholls State University	Thibodaux, LA
Fletcher Technical Community College	Schriever, LA
River Parishes Community College	Reserve, LA Luling, LA

- Local School Boards

Name	Location
Assumption Parish School Board	Napoleonville, LA
Lafourche Parish School Board	Thibodaux, LA
Terrebonne Parish School Board	Houma, LA
St. Charles Parish School Board	Luling, LA
St. James Parish School Board	Lutcher, LA
St. John the Baptist Parish School Board	Reserve, LA
St. Mary Parish School Board	Centerville, LA Morgan City, LA

ROLES AND RESPONSIBILITIES

Various agencies play an integral role in sexual assault responses. Below is a list of key stakeholders and their respective roles and responsibilities during a sexual assault response.

1. **Coroners** have jurisdiction over all survivors of sexually-oriented criminal offenses when they present for an examination within his/her parish. According to Revised Statute 13:5713(F), *“The coroner or his designee shall examine all alleged victims of a sexually-oriented criminal offense. The coroner may select the hospital or healthcare provider named as the lead entity for forensic medical examinations in the regional plan required by R.S. 40:1216.1 as his designee to perform the forensic medical exam.”*
2. **Sexual assault advocates** are made available through local sexual assault centers. Trained advocates are available 24/7 throughout the state to respond to calls from hospital or law enforcement personnel to accompany survivors to medical facilities and/or criminal justice interviews. A trained advocate is one that has received at least 40 hours of training through an accredited sexual assault organization. Advocates typically offer support, crisis intervention, language assistance services (capabilities are in place for advocates to communicate with non-English speaking survivors), and referrals before, during, and after the forensic medical exam. Sexual assault centers may also provide comprehensive, longer-term services, which are designed to aid survivors in addressing any needs related to the assault, including, but not limited to, counseling, advocacy and case management, and legal representation. According to ACT No. 669, 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 exam.
3. **Law enforcement officers and detectives** (e.g., 911 dispatchers, patrol officers, officers who process crime scene evidence, detectives, and investigators) respond to initial complaints, work to enhance survivors’ safety, arrange for survivors’ transportation to and from the exam site as needed, interview survivors, collect evidence from the scene, coordinate with the hospital/coroner’s office for the chain of custody of kits, interview suspects, and conduct other investigative activities (such as interviewing witnesses, requesting crime lab analyses, reviewing medical and lab reports, preparing and executing search and arrest warrants, writing reports, completing victim notification forms, and presenting the case to the prosecutor).
4. **EMS/Medical Transports** respond and transport sexual assault survivors to the appropriate healthcare facility per the policies of Emergency Medical Services.
5. **Hospitals and healthcare providers** assess survivors for acute medical needs and provide stabilization, treatment, and/or consultation. They offer information, treatment, and referrals for sexually transmitted infections (STIs) and other non-acute medical concerns, assess pregnancy risk, and discuss treatment options with the patient, including reproductive health services. They will also provide medical follow-up for the survivor. When a survivor presents to a healthcare facility and a forensic medical examination is

indicated, the exam is conducted in the hospital by the designated provider or transferred to the lead entity for the FME. When possible, a Sexual Assault Nurse Examiner (SANE) will respond and provide a forensic medical examination for the survivor. Otherwise, the physician in the emergency room will conduct a forensic medical examination for the survivor.

6. **Sexual Assault Nurse Examiners (SANE)** perform the medical forensic examination, gather information for the medical forensic history, collect and document forensic evidence, and document pertinent physical findings from the survivor. They coordinate with advocates to ensure survivors are offered crisis intervention, support, and advocacy before, during, and after the examination process. SANEs also collaborate with physicians and other medical personnel to ensure that survivors obtain proper testing and treatment for sexually transmitted infections (STIs), as well as any injuries associated with the sexually-oriented criminal offense. They follow up with survivors for medical and forensic purposes, if necessary, coordinate with law enforcement on reported cases to transfer evidence collected during a forensic medical examination, and testify in court if needed. Any nurse certified to perform sexual assault forensic examinations must undergo a 40-hour sexual assault forensic examination training along with clinical training requirements, including precepting with an experienced forensic examiner. Across the country, SANE programs are considered under national standards as the best practice for conducting sexual assault forensic examinations. SANEs are registered nurses who have a specialized education and clinical preparation in forensic examination of sexually-oriented criminal offense of abuse survivors. A SANE receives training in the medical care and treatment of the survivor, along with specialized training in criminal procedures, the legal system, forensic evidence collection, providing medical testimony in court, and providing consultation to law enforcement. To review the national standards put forth by the U.S. Department of Justice, please see <https://www.ncjrs.gov/pdffiles1/ovw/241903.pdf>
7. **Crime lab technicians** analyze forensic evidence and provide results of the analysis to investigators and/or prosecutors. They also may testify at trial regarding the results of their analysis.
8. **Prosecutors** determine whether there is sufficient evidence for prosecution and, if so, prosecute the case.
9. **Educational Institutions**, including higher educational institutions and school boards, will respond to survivors of sexually-oriented criminal offenses in accordance to all laws and internal protocols.
10. **Department of Health**, through medical directors of its nine Office of Public Health regions, coordinates an annual sexual assault response plan for each region with key stakeholders. In addition, the department may receive referrals for sexually transmitted infections (STIs) and other non-acute medical concerns and discuss treatment options with the survivor, including reproductive health services.

FME STANDARDS AND PROCEDURES

This section clearly outlines 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 in OPH Region 3.

1. **Designated Lead Medical Entities/Facilities and Providers**

In OPH Region 3, there is no one exclusively regional nor parish designated health facility for all sexual assault survivors to receive medical services. The OPH Region 3 coroners have designated the following hospitals and healthcare providers to serve as lead entities to perform the medical screening and forensic medical exams, as required by R.S. 40:1300.41.

“A lead hospital shall be assigned in accordance with established protocols; however, an alternate site may be designated as circumstances require.”

FOR ADULTS (aged 18 years and older)

- **OPH Region 3 Designated Lead Medical Entity/Facility for Medical Screenings and FMEs:** All emergency rooms (ERs) in the 10 full-service hospitals and the 1 stand-alone ER, River Parishes Hospital (in LaPlace) are designated (see chart below).

Designated Region 3 Hospital/ERs	Location	Parishes
Our Lady of the Lake Assumption Community Hospital	Napoleonville, LA	Assumption Parish
Ochsner Chabert Medical Center	Houma, LA	Region 3 Parishes
Bayou Bend Health System	Franklin, LA	St. Mary Parish
Ochsner St. Anne Hospital	Raceland, LA	Lafourche Parish
Lady of the Sea General Hospital	Cut Off, LA	Lafourche Parish
Ochsner St. Charles Parish Hospital	Luling, LA	St. Charles Parish
St. James Parish Hospital	Lutcher, LA	St. James Parish
Ochsner River Parishes Hospital - “stand-alone” ER	LaPlace, LA	St. John the Baptist Parish
Ochsner St. Mary	Morgan City, LA	St. Mary Parish
Terrebonne General Health System	Houma, LA	Terrebonne Parish

Thibodaux Regional Health System	Thibodaux, LA	Lafourche Parish
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○ **OPH Region 3 Designated Lead Healthcare Provider(s) for Medical Screenings:**

All ER physicians and healthcare provider(s) authorized to perform medical screenings who work in OPH Region 3 designated healthcare facilities, and are on duty when a sexual assault survivor presents to the ER, will perform the medical screening.

○ **OPH Region 3 Designated Lead Healthcare Provider(s) for FMEs:**

- The OPH Region 3 SART/SANE Program, as designated by the coroners in Terrebonne, Lafourche, Assumption, St. Charles, St. John the Baptist, and St. James Parishes, may perform FMEs in all designated OPH Region 3 ERs, upon consultation by the ER physicians and after the survivor is medically cleared for the exam.
- Once the survivor is medically screened and cleared by the hospital physician, The Haven, designated lead SA agency, will then be contacted to dispatch the SANE to perform the FME.
- If a SANE is unavailable, a physician or other healthcare practitioner licensed, certified, registered, or otherwise authorized and trained should perform the FME (with the aid of an ER nurse).

NOTE: The ER physician should consult with the SART/SANE team to perform the FME once the patient is medically screened and cleared for the exam.

FOR CHILDREN (under age 18 years):

If a pediatric sexual assault (SA) survivor presents to one of the hospital ERs in OPH Region 3, 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 the 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 medical screenings and FMEs.

- **OPH Region 3 Designated Lead Medical Entity/Facility for Pediatric Medical Screenings:** All emergency room (ERs) in the 11 full services hospitals and the one stand-alone ER (in LaPlace) are designated facilities.

Designated OPH Region 3 Hospital/ERs	Location	Parishes
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Our Lady of the Lake Assumption Community Hospital	Napoleonville, LA	Assumption Parish
Ochsner Chabert Medical Center	Houma, LA	Region 3 Parishes
Bayou Bend Health System	Franklin, LA	St. Mary Parish
Ochsner St. Anne Hospital	Raceland, LA	Lafourche Parish
Lady of the Sea General Hospital	Cut Off, LA	Lafourche Parish
Ochsner St. Charles Parish Hospital	Luling, LA	St. Charles Parish
St. James Parish Hospital	Lutcher, LA	St. James Parish
Ochsner River Parishes Hospital - “stand-alone” ER	LaPlace, LA	St. John the Baptist Parish
Ochsner St. Mary	Morgan City, LA	St. Mary Parish
Terrebonne General Health System	Houma, LA	Terrebonne Parish
Thibodaux Regional Health System	Thibodaux, LA	Lafourche Parish

○ **OPH Region 3 Designated Lead Medical Entity/Facility for ACUTE Pediatric FMEs:**

Parishes	Designated Lead Medical Entity/Facility for ACUTE Pediatric FMEs
Assumption Parish	Our Lady of the Lake Children’s Hospital- Baton Rouge, LA
Lafourche Parish	Our Lady of the Lake Children’s Hospital- Baton Rouge, LA
St. Charles Parish	Children’s Hospital- New Orleans, LA
St. James Parish	Children’s Hospital- New Orleans, LA
St. John the Baptist Parish	Children’s Hospital- New Orleans, LA
St. Mary Parish	Children’s Hospital- New Orleans, LA
Terrebonne Parish	Children’s Hospital- New Orleans, LA

○ **OPH Region 3 Designated Entities for SUB-/ NON-ACUTE Pediatric FMEs:**

Parishes	Lead Medical Entity/Facility for Sub-Acute Pediatric FMEs
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Assumption Parish	Children's Hospital- New Orleans, LA
Lafourche Parish	Our Lady of the Lake Children's Hospital- Baton Rouge, LA
St. Charles Parish	Children's Hospital- New Orleans, LA
St. James Parish	Children's Hospital- New Orleans, LA
St. John the Baptist Parish	Children's Hospital- New Orleans, LA
St. Mary Parish	Children's Hospital- New Orleans, LA
Terrebonne Parish	Children's Hospital- New Orleans, LA

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
 - For Adults/Older Adolescents: In OPH Region 3, sexual assault survivors should be transported to the nearest medical facility where medical screening and forensic sexual assault evidence exams can be 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 survivor in the emergency medical unit.
 - For Children: In OPH Region 3, all pediatric survivors of sexual assault should be transported by EMS to the nearest lead medical facility for a medical screening, unless injury severity dictates otherwise, or the survivor's parent/caregiver chooses a different facility (in the region). Once cleared by ER physician, the pediatric survivor is to be transported by EMS or law enforcement to a designated medical facility for an acute Pediatric FME. 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.
 - Law Enforcement: In OPH Region 3, if law enforcement must provide transportation of a medically stable SA survivor to or from a medical facility, then an unmarked vehicle should be used, 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: EMS first responders provide transportation to designated medical facilities. When a survivor is ready to leave the hospital, transportation may be provided by a family member, friend, survivor advocate (if funds are available for a cab, Lyft, or Uber) who was called to the hospital for support, and, in some cases, by the local police/sheriff's department.

3. **Forensic Medical Exam and Evidence Collection**

- A. *For the purposes of this section, the following applies (from ACT No. 229):*
- “Sexually-oriented criminal offense” shall have the same meaning as sex offense as defined in R.S. 15:541(24).
 - “Forensic medical examination (FME)” means an examination provided to the victim of a sexually-oriented criminal offense by a health care provider for the purpose of gathering and preserving evidence of a sexual assault for use in a court of law. A forensic medical examination shall include the following:
 - Examination of physical trauma;
 - Patient interview, including medical history, triage, and consultation; and
 - Collection and evaluation of evidence, including, but not limited to, the following:
 - Photographic documentation;
 - Preservation and maintenance of chain of custody;
 - Medical specimen collection; and
 - When determined necessary by the healthcare provider, an alcohol- and drug- facilitated sexual assault assessment and toxicology screening.
 - “Healthcare provider” means either of the following:
 - A physician or other healthcare practitioner licensed, certified, registered, or otherwise authorized to perform specified healthcare services consistent with state law; or
 - 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 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.

NOTE: **Medical Screening Exam** is a thorough medical assessment to determine whether the patient is seriously injured or impaired.

B. *Healthcare Services for Survivors of Sexually-oriented Criminal Offenses*

In OPH Region 3, all licensed hospitals and healthcare providers agree to adhere to the following procedures in the event that a person, male or female, presents himself or herself or is presented for treatment as a survivor of a sexually-oriented criminal offense:

- Sexual assault survivors should be ***viewed as “priority emergency cases”*** and given priority for room assignment in a private area and should never be left alone.
- ***A sign language or foreign language interpreter*** should be made available, upon request, to be present during medical and advocacy services in the emergency room. A language line, though not ideal, is an acceptable alternative to a language interpreter being present in the ER.

- **A SA/Rape Crisis Advocate** should be contacted upon arrival of the survivor to the emergency room. Advocates **do not** provide health care, collect, or handle forensic evidence.
- **Reporting:** The adult survivor shall determine whether the incident will be reported to law enforcement officials. No hospital or healthcare provider shall require the person to report the incident in order to receive medical attention.

EXCEPTION:

According to La. R.S. 40:1216.1(4)—Victims Under the Age of Majority

- *The hospital or HCP shall immediately notify the appropriate law enforcement official when a survivor of a sexually-oriented criminal offense who is 17 years old, or younger, presents.*
- *The appropriate law enforcement official shall have 7 days from the receipt of the notification to retrieve any evidence collected by the hospital or HCP.*
- *When a person 14 years old or younger has been the victim of physical or sexual abuse, the coroner of the parish, the district attorney, appropriate law enforcement officials, hospital personnel, and HCPs may develop procedures (pursuant to R.S. 15:440.1-440.6), to make a video make a videotape of the person.*
- *Costs associated with the videotaping of the survivor may be allocated among the agencies and facilities involved.*

According to La. R.S. 40:1216.1(5)—Physically/Mentally Incompetent Victims

- *The hospital or HCP must immediately notify the appropriate law enforcement official when a survivor is physically or mentally incapable of making the decision to report.*

- If the adult survivor wishes to report the incident to law enforcement officials, the sexual assault center's medical advocate, hospital staff, or healthcare provider shall notify the appropriate law enforcement agency before the survivor is examined and treated, per ACT No. 229.
- The sexual assault center's medical advocate, hospital, or healthcare provider staff member who notifies the appropriate law enforcement official shall document the date, time, and method of notification and the name of the official who received the notification, per ACT No. 229.
- Any member of the hospital staff or a healthcare provider who, in good faith, notifies the appropriate law enforcement official shall have immunity from any civil liability that otherwise might be incurred or imposed because of the notification. The immunity shall extend to participation in any judicial proceeding resulting from the report, per ACT No. 229.
- **Forensic Medical Examinations:** Hospitals and healthcare providers shall follow the procedures outlined in ACT No. 229 for performing a 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; and for a survivor who is physically or mentally incapable of making the decision to report.

- **Collection of Evidence:** Designated healthcare providers shall follow the envelope steps (See Appendix D) within the approved SA collection kit. Document Medical/FME findings on the Louisiana Forensic Medical Report form. If a different forensic medical report form is used, then documentation must include, as a minimum, all information on the LA Forensic Medical Report form.
- **FME Documentation:** According to La. R.S. 40:1216.1(10)(G), the HCP that performed an FME shall provide copies of any written documentation within its possession resulting from the FME, upon request of a competent adult survivor of a sexually-oriented criminal offense. The documentation must be provided no later than 14 days following the request or the HCP's completion of the documentation, whichever is later. Copies of all documentation must be made available to the survivor at no cost. The documentation may only be released at the direction of the survivor who is a competent adult. The documentation does not become a public record subsequent to its release to the survivor. The release of the documentation does not negate the survivor's reasonable expectation of privacy.
- **Assignment of a Code Number:** Per ACT No. 229, if the survivor does not wish to report the incident to law enforcement authorities, then any evidence collected shall be assigned a code number and the coroner shall maintain code records for a period of at least twenty (20) years from the date the survivor is presented for treatment. The hospital or healthcare provider shall assign the code number by affixing to the evidence container a code to be used in lieu of the survivor's identifying information to maintain confidentiality. The code number is used for identification should the survivor later chose to report the incident.
 - *In OPH Region 3, a unique alpha-numeric identification code will be assigned and affixed to the collected evidence kit of unreported cases, according to each coroner's plans/procedures.*
- **Notification of Law Enforcement**
 - In OPH Region 3, each law enforcement agency provides each hospital located in its respective jurisdiction with the name of the responsible contact person, along with the responsible person's contact.
 - If the survivor *wishes* to report the incident to law enforcement officials, then the hospital staff or healthcare provider shall immediately notify the appropriate law enforcement agency before the survivor is examined and treated, per ACT No. 229.
 - If the survivor *does not wish to report* the incident, then the hospital staff or healthcare provider shall immediately notify the appropriate law enforcement agency once a code number has been assigned to the

- evidence. Evidence transferred shall bear only the assigned code number assigned by the hospital or healthcare provider.
- In OPH Region 3, the hospital or healthcare provider shall immediately notify the local law enforcement agency having jurisdiction in the parish in which the hospital or healthcare provider is located and shall coordinate the transfer of the evidence with the law enforcement agency in a manner designed to protect its evidentiary integrity.
 - ***Post-Examination, Medical Discharge, and Follow-up Care of the Patient***
 - The provider or SANE performing the forensic medical exam is responsible for documenting the details of the medical forensic exam and ensuring all documentation required for the evidence collection kit. All forms should be checked for completeness of information and signatures.
 - Designated SANEs and SA advocates assist the patient or provider with coordination of aftercare, including follow-up medical appointments, counseling/mental health appointments, and transportation home or to a safe location. **The Emergency Department remains responsible for the medical evaluation, treatment, and follow-up plans in all cases.**
 - According to ACT 513, effective January 1, 2023, any person presenting as a survivor of a sexually-oriented crime shall be provided with information about emergency contraception. 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 request of the survivor.
 - ***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 3 is served by three accredited Sexual Assault/Rape Crisis Providers, three Child Advocacy Centers.

SEXUAL ASSAULT COLLECTION KIT

1. Contents of the SA Collection Kits

In OPH Region 3, all sexual assault collection kits used by the coroners, or designee, and all physicians or hospitals in OPH Region 3, when providing forensic medical examinations of survivors of alleged sexual offenses, do and will continue to meet the standards and requirements developed by the Louisiana Department of Health (LDH) and the Department of Public Safety and Corrections (DPSC), per ACT No. 229, with the intent of creating a kit that is as shelf stable as possible and has few expiration dates. (See *Appendix B* for the minimum standards and requirements developed by LDH-DPSC for the contents of a sexual assault examination kit).

2. Purchase and Storage of the SA Collection Kits

OPH Region 3 obtains all SA collection kits from the Louisiana State Police. In 2024, OPH Region 3 began using a statewide sexual assault kit. The Haven, the primary sexual assault advocacy agency, and the administrative agency for the program, and the Houma Police Department will be responsible for storage of the kits prior to use.

3. Sexual Assault Kit Tracking System

As of July 1, 2024, the Office of State Police shall create and operate a statewide sexual assault collection kit tracking system in accordance with ACT 193. 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 eight 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; and
6. Use electronic technology allowing continuous access.

CHAIN OF CUSTODY OF EVIDENCE

Submission of Sexual Assault Collection Kits to Law Enforcement in OPH Region 3:

- 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. 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 SA collection kit and completed collection forms should be handed over to law enforcement upon arrival. It must also be ensured that all appropriate Chain of Custody Forms have been completed.
- In reported cases, custody of the evidence must be transferred to the law enforcement agency having jurisdiction over the location in which the crime occurred.
- In unreported cases, custody of the evidence must be transferred from the SANE or HCP to the law enforcement agency having jurisdiction over the hospital where the survivor is presenting.

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

- The law enforcement agency must retrieve the evidence from the hospital or healthcare provider within a reasonable timeframe after receiving notification from the healthcare provider that evidence collection is completed (reported case) and that a code number has been assigned to the evidence (unreported case).
- In no event shall evidence remain at the hospital. The FME collection kit must be picked up immediately.

NOTE: In 2022, OPH Region 3 utilized grant funding through the Louisiana Commission on Law Enforcement to purchase appropriate DNA storage refrigerators for each parish in the region to properly store and preserve evidence in sexual assault collection kits.

Submission of Sexual Assault Collection Kits to a Forensic Laboratory (per ACT 229)

- Within thirty (30) days of receiving a sexual assault collection kit for a reported case involving an unknown suspect, the criminal justice agency shall submit the sexual assault collection kit to a forensic laboratory for testing.
- If a prosecuting agency makes an official request for analysis of a sexual assault collection kit, the criminal justice agency shall submit the sexual assault collection kit to a forensic laboratory within thirty (30) days of receiving the request from the prosecuting agency.

MEDICAL BILLING AND PAYMENT

1. Medical Billing

All designated hospitals and healthcare providers will develop and implement their respective policies and procedures for the handling and payment of medical bills related to the forensic medical examination to ensure compliance with ACT No. 193 and will include the following:

- Regarding Explanation of Billing Process
 - The Department (DHH/DPSC) 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 pursuant.
 - Every hospital and healthcare provider shall provide a copy of the pamphlet to any person presented for treatment as a survivor of a sexually-oriented criminal offense.
- Regarding Medical Billing
 - 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, as provided for in R.S. 15:622. The expenses shall include 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, anoscope and colposcopy;
- Laboratory testing directly related to the forensic examination, including drug screening, urinalysis, pregnancy screening, syphilis screening, chlamydia culture, gonorrhea coverage culture, blood test for HIV screening, hepatitis B and C, herpes culture, and any other sexually transmitted disease testing directly related to the forensic examination; and
- Any medication provided during the forensic medical examination.
- Except for those services specifically set forth in the provision of this Section, no other services shall be subject to the reimbursement or billing provisions of this Section and shall continue to be reimbursable under the ordinary billing procedures of the hospital or healthcare provider.
 - In addition, a survivor of a sexually-oriented offense may seek reimbursement for these services through the Crime Victims Reparations Board.
- In accordance with ACT No. 193, the healthcare provider who performed the forensic medical exam and the healthcare facility shall submit a claim for payment for conducting a forensic medical exam directly to the Crime Victim 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.
- Claims for reimbursement, *with or without consent of the survivor*, are NOT allowed to be submitted to the survivor's health insurance issuer.

2. Crime Victims Reparations Board

- Filing an Application
 - A survivor of a sexually-oriented criminal offense shall not be required to report a sexually-oriented criminal offense to any law enforcement officer for purposes of a claimant filing a valid application for reparations.
 - A claimant must follow the application process developed by the Crime Victims Reparations Board.
- Notification to Potential Applicants by Hospitals and Healthcare Providers
 - Every hospital licensed under the laws of this state shall display prominently in its emergency room posters giving notification of the existence of the crime victims' reparations program. The board shall set standards for the location of the display and shall provide posters and general information about the program to each hospital.

TRAINING REQUIREMENTS

All training should include, but is not limited to, the following: survivors' informed rights to privacy, medical and reporting options, medical care and a FME, advocates, interpretive services, and Crime Victims' Reparation Fund; the Federal Emergency Treatment and Active

Labor Act (EMTALA); and available counseling/support services for sexual assault survivors. 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 annually.

- **Designated medical facilities** should ensure staff trainings on their respective current policies and procedures for the provision of timely, private comprehensive, coordinated, victim-centered medical services, referrals, and follow-up care to adult, adolescent, and child victims 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 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 evidence collection kit contents), medical lab diagnostic and drug testing, medication prophylaxis treatment, and unique identification coding of completed evidence collection kits for unreported or anonymously reported cases.
 - Sexual Assault Nurse Examiners (SANE)—Adult and Adolescent (SANE-A) is a registered nurse who is trained through the International Association of Forensic Nurses to provide victim-centered medical forensic care and collect sexual assault forensic medical evidence. He/she has successfully completed a SANE training program as outlined in the most current edition of the International Association of Forensic Nurses' (IAFN) Sexual Assault Nurse Examiner Education Guidelines.
- **Sexual Assault Victims' Advocates** are trained to provide survivors with confidential, nonjudgmental, 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 are trained in the policies and procedures of the local hospital to which they respond.

MOVING FORWARD (2025)

Appreciation is given to the coroners, their designated staff, and all sexual assault response partners in OPH Region 3 in planning, implementing, evaluating, and supporting the Region's SANE/SART Program. It is with great guidance and collaboration of key stakeholders and the sexual assault response team (SART) in being able to implement the SARP to better serve survivors of sexually-oriented offenses in the parishes of Assumption, Lafourche, St. Charles, St. James, St. John, St. Mary, and Terrebonne.

In OPH Region 3, The Haven, with the support of their governing board and delegation of the coroners, continues to serve as the administrative agency for the program and is responsible for hiring and supervising SANEs to perform Forensic Medical Exams in the six parishes, excluding St. Mary Parish. The Haven, along with other agencies/individuals, such as the coroners, law

enforcement, SANEs, district attorney personnel, hospital/healthcare staff will provide timely, nonjudgmental, compassionate, survivor-centered care, in the Region 3 designated facilities.

The SARP has been in development and implementation for several years, and the team continues to collaborate with each parish's District Attorney's Office. The SANE/SART program in OPH Region 3 can provide vital information, such as the FME kits collected by the SANEs and their testimony, to assist in prosecuting the perpetrator and bring justice to the survivors.

Sexual Assault centers maintaining contact through advocacy, counseling, and case management has shown favorable outcomes in survivors being available for legal proceedings.

To ensure compliance with ACT No. 229 and ACT No. 669 (and continued compliance with other legislative mandates applicable to their agency), stakeholders will continuously evaluate their respective internal policies/procedures/protocols and formal/informal collaborative partnerships and align them with the mandates of each ACT.

Some of OPH Region 3 SANE/SART Programs, which are in various stages of development and implementation, seek to do the following:

- To increase data collection on prosecution of outcome percentages;
- To continue to improve the functioning of all SARTs in Region 3;
- To continue to participate in the Louisiana Sexual Assault Oversight Commission meetings to engage in discussion, to receive clarification and guidance from the commission; and
- To continue to collaborate and expand relationships with Behavioral Health Hospitals and Title IX Programs in the region to extend protocols.

APPENDICES

- A. Coroner's Designation
- B. SANE Program Algorithm
- C. Louisiana Statewide Kit Content List
- D. LA Crime Victims Reparations Board FME Reimbursement Form
- E. SANE/SART Steering Committee
- F. Forensic Medical Evaluation Forms

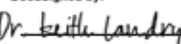
APPENDIX A- CORONER'S DESIGNATION

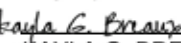
CORONER DESIGNATION OF THE HAVEN AS LEAD ENTITY FOR SEXUAL ASSAULT EXAMINATIONS IN THE REGION 3 SARP/SART PLAN FOR 2024-2025

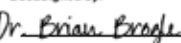
BE IT KNOWN, that on this 1st day of July, 2024, the following duly elected Coroners for the parishes stated, by their signature below, do hereby appoint and designate the HAVEN as the lead entity for sexual assault examinations under the Region 3 Louisiana Department of Health, Public Health, Sexual Assault Response Plan for Adults and Children for the year 2023, all in accordance with LSA R.S. 13:5713 F, and,

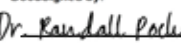
BE IT KNOWN, that the HAVEN, a duly licensed Louisiana Corporation, doing business under the laws of the State of Louisiana, and certifying that it possesses all qualifications necessary to perform a forensic medical examination on all alleged victims or a sexually-oriented criminal offense, and that the HAVEN does accept this designation by its undersigned signature,

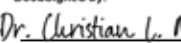
CORONERS

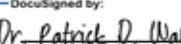
ASSUMPTION PARISH: 
DR. KEITH LANDRY

LAFOURCHE PARISH: 
DR. KAYLA G. BREAU

ST. CHARLES PARISH: 
DR. BRIAN BROGLE

ST. JAMES PARISH: 
DR. RANDALL C. POCHE

ST. JOHN THE BAPTIST: 
DR. CHRISTIAN L. MONTEGUT

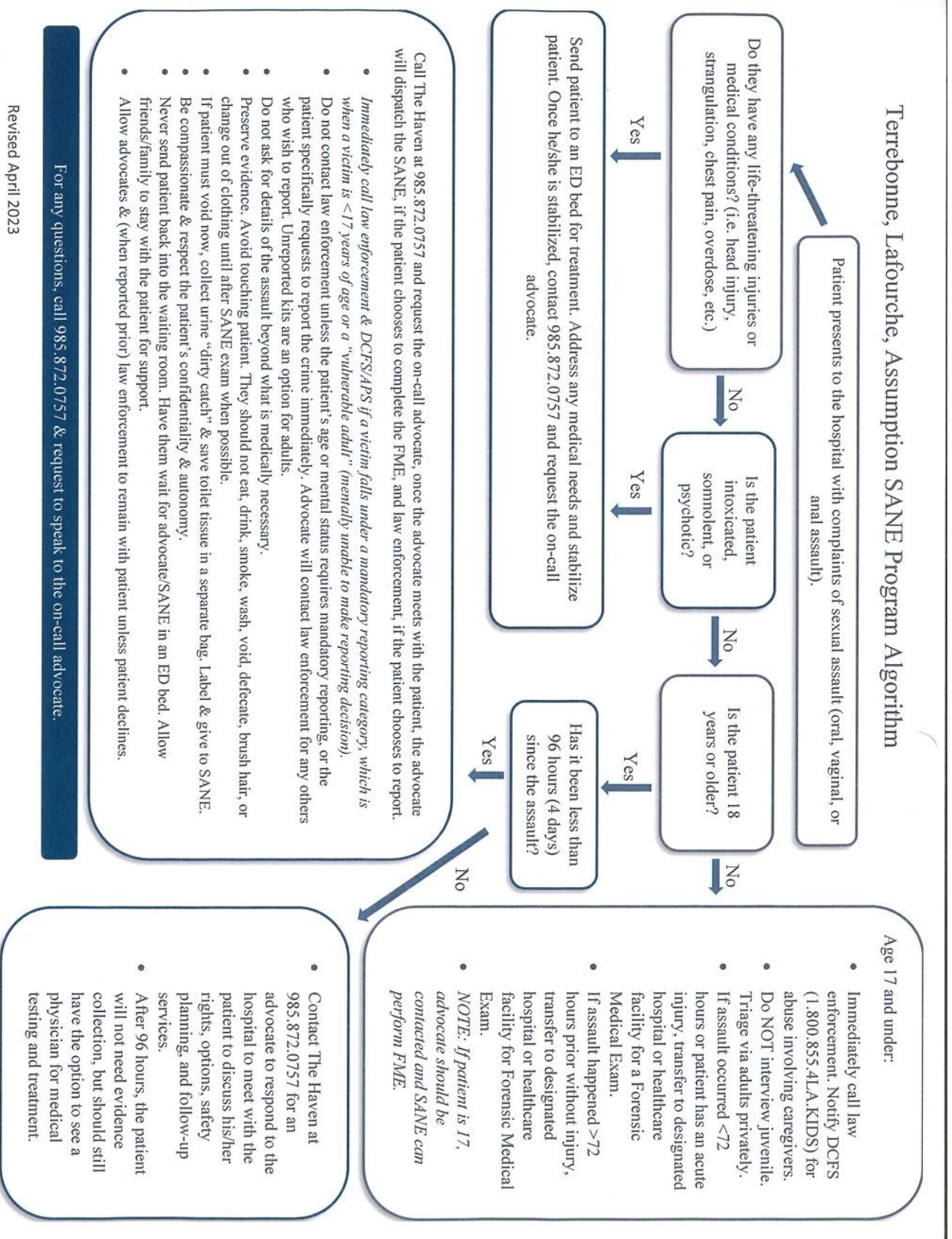
TERREBONNE PARISH: 
DR. PATRICK D. WALKER

THE HAVEN


JULIE M. PELLEGRIN
EXECUTIVE DIRECTOR

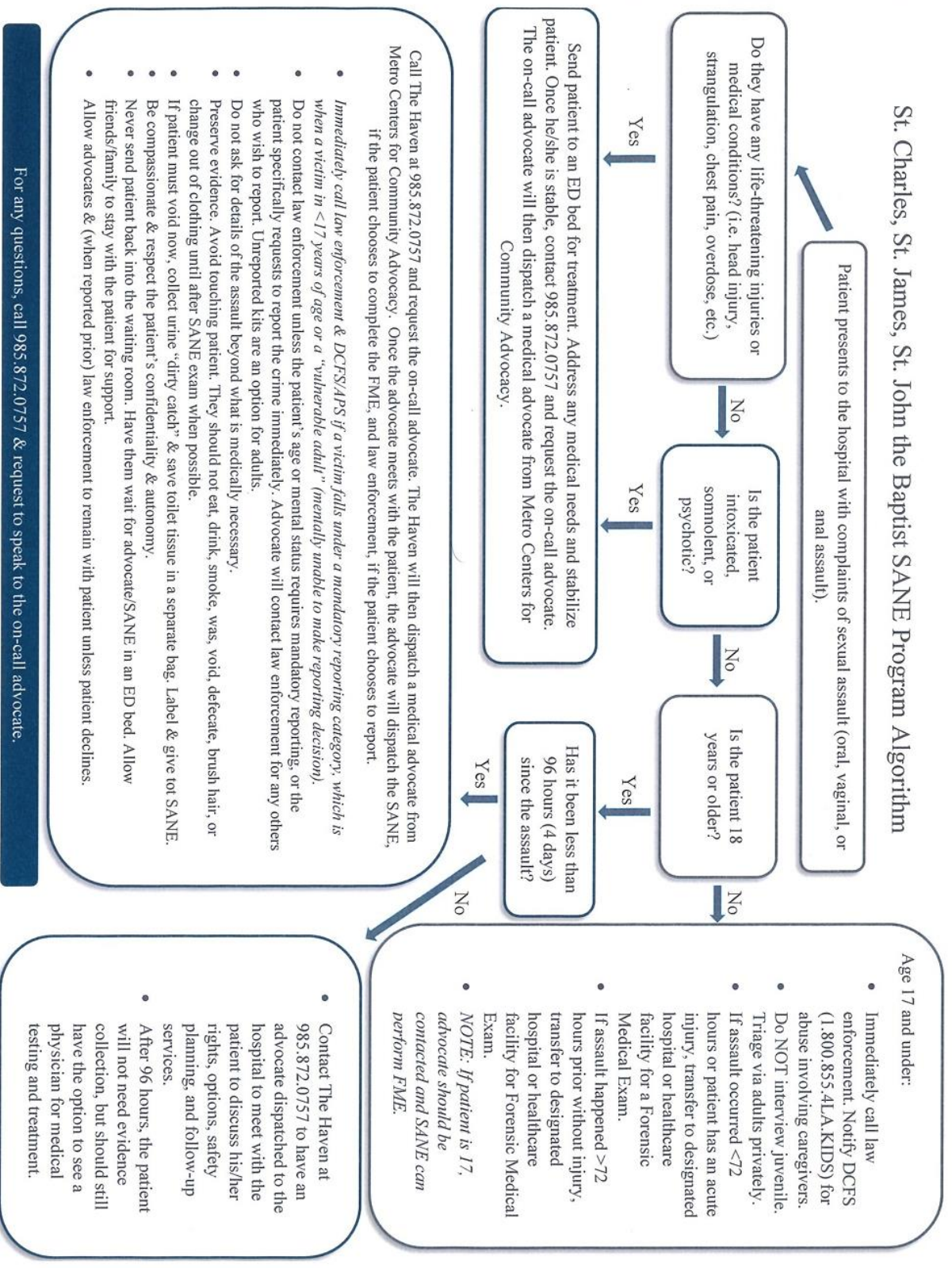
APPENDIX B- SANE PROGRAM ALGORITHM

Terrebonne, Lafourche, Assumption SANE Program Algorithm



Revised April 2023

St. Charles, St. James, St. John the Baptist SANE Program Algorithm



APPENDIX C- LOUISIANA STATEWIDE KIT CONTENT LIST

Louisiana Statewide Kit Content List	
(1) Louisiana State Police SAK Tracking Card	(1) Pubic Hair Combings Envelope- Step 13 (1) Comb (1) Debris Bundle
(30) Tracking Labels with Barcode	(1) External Genitalia Swab Envelope- Step 14 (2) Set of 2 Swabs (2) Swab Boxes
(1) Instruction Sheet	(1) Perineal Swab Envelope- Step 15 (2) Set of 2 Swabs (2) Swab Boxes
(1) Consent Form	(1) Vaginal/Cervical Swab Envelope- Step 16 (2) Set of 2 Swabs (2) Swab Boxes
(1) 11-Page Paper Chart	(1) Penile Swab Envelope- Step 17 (2) Set of 2 Swabs (2) Swab Boxes
(1) Foreign Material Drape- Step 1	(1) Anus/Perianal Swab Envelope- Step 18 (2) Set of 2 Swabs (2) Swab Boxes
(2) Outer Clothing Bags- Step 2	(1) Rectal Swab Envelope- Step 19 (2) Set of 2 Swabs (2) Swab Boxes
(2) Undergarment Bags- Step 3	(1) Known Blood Sample Envelope- Step 20 (1) Blood Card
(1) Oral Evidence Swab Envelope- Step 4 (2) Set of 2 Swabs (2) Swab Boxes	(1) Large Brown Evidence Bag
(1) Perioral Swab Envelope- Step 5 (2) Set of 2 Swabs (2) Swab Boxes	(1) Biohazard Label
(1) Reference Buccal Swab Envelope- Step 6 (2) Set of 2 Swabs (2) Swab Boxes	(2) Disposable 2in./5cm. Scale
(1) Left Fingernail Swab Envelope- Step 7 (1) Set of 2 Swabs (1) Swab Boxes (1) Debris Bundle	(30) Evidence Labels
(1) Left Hand Palm Swab Envelope- Step 8 (1) Set of 2 Swabs (1) Swab Boxes (1) Debris Bundle	(1) FDA Insert
(1) Right Fingernail Swab Envelope- Step 9 (1) Set of 2 Swabs (1) Swab Boxes (1) Debris Bundle	
(1) Right Hand Palm Swab Envelope- Step 10 (1) Set of 2 Swabs (1) Swab Boxes (1) Debris Bundle	
(2) Breast Swab Envelopes- Step 11 (4) Set of 2 Swabs- 2 in Each Envelope (4) Swab Boxes- 2 in Each Envelope	
(5) Additional Swab Envelopes- Step 12 (10) Set of 2 Swabs- 2 in Each Envelope (10) Swab Boxes- 2 in Each Envelope	

APPENDIX D- LA CRIME VICTIMS REPARATIONS BOARD FME REIMBURSEMENT FORM

LA CVR FME Reimbursement-08-23-2023.pdf



LOUISIANA CRIME VICTIMS REPARATIONS BOARD FORENSIC MEDICAL EXAM REIMBURSEMENT PROGRAM

Office: (225) 342-7756 • Fax: (225) 342-1672 • Nationwide Toll-Free: (888) 6-VICTIM
P.O. Box 3133 • Baton Rouge, LA 70821-3133 • la.gov/programs/cvr



POLICY AND PROCEDURES

- If you are a healthcare provider or healthcare facility seeking reimbursement for a forensic medical exam performed on a patient who presents with a chief complaint of sexual assault or child sexual abuse, you must submit a claim to our program to be reimbursed. The patient's health insurance should not be billed. Our program is the primary payer for healthcare services rendered in conducting a forensic medical exam.
- Please review LA R.S. 40:1216.1 which outlines the procedures for a patient who presents for treatment.
- The healthcare provider who performed the forensic medical exam will be reimbursed \$600.00. The healthcare facility where the forensic medical exam was conducted will be reimbursed \$1,000.00. The reimbursement amounts will cover the healthcare services listed below which are found in LA R.S. 40:1216.1(f).
 - Forensic examiner and hospital or healthcare facility services directly related to the exam, including integral forensic supplies.
 - Scope procedures directly related to the forensic medical exam including but not limited to anogenital and colposcopy.
 - Laboratory testing directly related to the forensic medical exam, including drug screening, urinalysis, pregnancy screening, syphilis screening, chlamydia culture, gonorrhea coverage culture, blood test for HIV screening, hepatitis B and C, herpes culture, and any other sexually transmitted disease testing directly related to the forensic medical exam.
 - Any medication provided during the forensic medical exam.
- You cannot directly or indirectly bill the patient for any of the healthcare services listed above.
- The reimbursement claim form and attestation form are the only two documents required for reimbursement. Please ensure both forms are filled out and signed when you submit a claim. If either form is missing, incomplete, or not signed, the claim will not be reimbursed.
- Any other healthcare services rendered that are not directly involved in conducting a forensic medical exam must be billed to the patient or their respective health insurance. Our program cannot be listed as an insurance plan for other healthcare services nor can our program be directly billed for other healthcare services.
- If all information is submitted correctly, you will receive a payment within 30 days from the date the claim is received by our program.
- Please inform the patient that our program may be able to assist with any medical bills they receive that are a direct result of a violent crime.

REIMBURSEMENT CLAIM FORM INSTRUCTIONS

- The reimbursement claim form should be filled out by a billing representative for the healthcare entity, or a combination of the healthcare provider who performed the forensic medical exam and billing representative.
- Do not use an alias for the patient's name. The patient's legal name must be used. If the patient has two surnames, include both surnames.
- If the patient chooses not to give their full mailing address, please provide us with at least the state in which the patient resides.
- The patient's date of birth is required.
- Did the incident occur while the patient was incarcerated? If yes, the correctional facility must be contacted for payment. Our program does not reimburse this type of claim.
- Did the patient present for a medical evaluation with a chief complaint of sexual assault or child sexual abuse? If not, do not submit a claim to our program. The patient must be billed.
- Did the incident occur in the state of Louisiana? Our program can only reimburse a claim if the incident occurred in Louisiana, or if the patient is a resident of Louisiana and the incident occurred in another state that does not have a crime victims reparations program. If the incident occurred in another state with a crime victims reparations program, you must seek reimbursement from that state.
- You are required to provide the location of the incident. Do not use unknown or not available.
- If the exact incident date is not known, provide an approximation which can be a month/year or date range. Do not use unknown or not available.
- If the patient is a minor or vulnerable adult, mandatory reporting is required by law. If the incident was reported to law enforcement or another investigative agency, you must list the name of the agency. Do not use an acronym for the agency name.
- During the visit, was a forensic medical exam performed on the patient? If not, do not submit a claim to our program. The patient must be billed.
- You are required to fill in the name and credentials of the healthcare provider who performed the forensic medical exam with their license number and the name of the facility where the exam was conducted. Credentials mean RN, NME, APRN, MD, etc. Do not use an acronym for the facility name.
- Select the healthcare entity requesting reimbursement. The healthcare provider is the individual who performed the forensic medical exam (e.g., Registered Nurse, Nurse Practitioner, etc.). The healthcare facility is the hospital or institution where the forensic medical exam was conducted.
- The payee information and billing representative information are required. The form must be signed and dated by a billing representative.

ATTTESTATION FORM INSTRUCTIONS

- The attestation form must be included with the reimbursement claim form and completed and signed by the healthcare provider who performed the forensic medical exam.
- If you are a healthcare provider not directly associated with the healthcare facility where the forensic medical exam was conducted, you must leave a photocopy or exact reproduction of the completed and signed attestation form with the healthcare facility. The healthcare facility must submit the completed attestation form with their reimbursement claim form.

Mail all completed and signed forms to the:
Louisiana Crime Victims Reparations Board Office
P.O. Box 3133
Baton Rouge, LA 70821-3133

Revised August 1, 2023



LOUISIANA CRIME VICTIMS REPARATIONS BOARD FORENSIC MEDICAL EXAM REIMBURSEMENT CLAIM FORM

Office: (225) 342-7756 • Fax: (225) 342-1672 • Nationwide Toll-Free: (888) 6-VICTIM
P.O. Box 3133 • Baton Rouge, LA 70821-3133 • la.gov/programs/cvr



SECTION 1 - PATIENT INFORMATION

First Name _____ Middle Initial _____ Last Name _____ Suffix _____
Address _____ City _____ State _____ Zip Code _____
Date of birth _____ Social Security # _____

Did the incident occur while the patient was incarcerated? ☐ Yes ☐ No If yes, the correctional facility must be contacted for payment.

The information listed below is voluntary and will be used for statistical purposes only.
Gender ☐ Male ☐ Female ☐ Female to Male ☐ Male to Female ☐ Other ☐ Trans ☐ Gender not listed/Other ☐ Race ☐ White ☐ Black/African American ☐ Hispanic/Latino ☐ Asian ☐ Native Hawaiian/Other Pacific Islander ☐ American Indian or Alaska Native ☐ Other ☐ Multiple races ☐ Unknown ☐ Ethnicity ☐ Hispanic/Latino ☐ White ☐ Black/African American ☐ Asian ☐ Native Hawaiian/Other Pacific Islander ☐ American Indian or Alaska Native ☐ Other ☐ Multiple races ☐ Unknown ☐ Insurance ☐ Medicare ☐ Medicaid ☐ Private Insurance ☐ Other ☐ Uninsured ☐ Unknown ☐ Insurance ☐ Medicare ☐ Medicaid ☐ Private Insurance ☐ Other ☐ Uninsured ☐ Unknown

SECTION 2 - INCIDENT INFORMATION

Did a patient present for a medical evaluation with a chief complaint of sexual assault or child sexual abuse? ☐ Yes ☐ No

If you answered no to the above question, do not submit a claim to our program. The patient must be billed.

Did the incident occur in Louisiana? ☐ Yes ☐ No Date of Incident _____ Date Reported _____

Location of Incident: City _____ State _____

Was the incident reported to law enforcement or another investigative agency? ☐ Yes ☐ No

Name of Agency _____ Report # (if known) _____

If the patient is a minor or vulnerable adult, mandatory reporting is required by law. If the incident was reported to law enforcement or another investigative agency, you must list the name of the agency.

SECTION 3 - FORENSIC MEDICAL EXAM INFORMATION

During the visit, was a forensic medical exam performed on the patient? ☐ Yes ☐ No Date of Exam _____

If you answered no to the above question, do not submit a claim to our program. The patient must be billed.

Name and Credentials of Examiner _____ License # _____

Facility Where Exam Was Conducted _____

SECTION 4 - REIMBURSEMENT INFORMATION

Select the entity requesting reimbursement: ☐ Healthcare Provider (\$500.00 limit) ☐ Healthcare Facility (\$1,000.00 limit)

Payee Information: Name _____ Title _____

Address _____ City _____ State _____ Zip Code _____

Account # or Invoice # _____ Date of Service _____ EIN _____

Billing Representative Information: Name _____ Title _____

Email _____ Phone _____ Fax _____

On behalf of the healthcare entity requesting reimbursement, I authorize this completed form to be reviewed in accordance with all applicable laws. I agree and certify that no person shall incur any legal liability to me by releasing any information pursuant to this authorization. A photocopy or exact reproduction of this original release that has the same text and entered in the original. It only certifies, subject to the privacy of the incident and the release of the information, that all the information submitted with this form is true and correct to the best of my knowledge and the expenses and/or losses to be claimed are for the healthcare services rendered in conducting a forensic medical exam.

Signature of Billing Representative for Healthcare Entity _____ Date _____

Revised August 1, 2023



LOUISIANA CRIME VICTIMS REPARATIONS BOARD FORENSIC MEDICAL EXAM ATTESTATION FORM FOR HEALTHCARE PROVIDERS

Office: (225) 342-7756 • Fax: (225) 342-1672 • Nationwide Toll-Free: (888) 6-VICTIM
P.O. Box 3133 • Baton Rouge, LA 70821-3133 • la.gov/programs/cvr



This attestation form must be completed and signed by the healthcare provider who performed a forensic medical exam on a patient who presented with a chief complaint of sexual assault or child sexual abuse. When filing a claim with our program, this form must be submitted with a completed and signed reimbursement claim form. If you are a healthcare provider not directly associated with the healthcare facility where the forensic medical exam was conducted, you must leave a photocopy or exact reproduction of this completed and signed attestation form with the healthcare facility. The healthcare facility must submit the completed attestation form with their reimbursement claim form. The patient's date of birth is required. Please avoid using the term "not known" for any information you provide on this form.

Patient's Name: _____

Date of Birth: _____ Social Security #: _____

Date of Incident: _____ Date of Exam: _____

Location of Incident (City/State): _____

Facility Where Exam Was Conducted: _____

Agency the Incident Was Reported To: _____

I hereby attest that I am the healthcare provider who performed a forensic medical exam, as defined in LA R.S. 40:1216.1, on the above named subject. I also attest, subject to the penalty of perjury, that the information provided on this form is true and correct to the best of my knowledge.

Printed Name and Credentials of Forensic Medical Examiner: _____ License Number: _____

Signature of Forensic Medical Examiner: _____ Date: _____

NAME, Program or Healthcare Entity You Are Representing: _____

Revised August 1, 2023

APPENDIX E- OPH REGION 3 SANE/SART STEERING COMMITTEE

Dr. Eric Brooks, MD
Region 3 Medical Director
Louisiana Department of Health
Office of Public Health
1434 Tiger Dr.
Thibodaux, LA 70301
985.449.4703
eric.brooks@la.gov

Kayla Breaux
Lafourche Parish Coroner
525 Justin St.
Lockport, LA 70374
985.537.7055
kaylagbreaux@lpcorner.net

Dr. Patrick Walker, MD
Terrebonne Parish Coroner
876 Verret St.
Houma, LA 70360
985.873.6440
tpcoroner@gmail.com

Dr. Brian Brogle, MD
St. Charles Parish Coroner
14530 River Road
Destrehan, LA 70047
985.785.3693
coroner@stcharlesgov.net

Dr. Randall Poche', MD
St. James Parish Coroner
P.O. Box 855
Lutcher, LA 70071
225.869.3493
rpochemd@gmail.com

Dr. Christian Montegut, MD
St. John the Baptist Parish Coroner
429-B W. Airline Hwy.
LaPlace, LA 70068
985.652.3344
stjohnco@rtconline.com

Dr. Keith Landry, MD
Assumption Parish Coroner
114 Hwy. 403
Paincourtville, LA 70391
985.369.3600
keith.landry@thibodaux.com

Captain Bobbie O'Bryan
Houma Police Department
500 Honduras St.
Houma, LA 70360
985.637.6088
bobryan@tpcg.org

Julie Pellegrin
Executive Director, The Haven
P.O. Box 4279
Houma, LA 70361
985.346.3960
julie@havenhelps.org

Maci Lapeyrouse
Region 3 SART Coordinator
P.O. Box 4279
Houma, LA 70361
985.790.4396
maci@havenhelps.org

APPENDIX F- FORENSIC MEDICAL REPORT FORM

STATE OF LOUISIANA
AUTHORIZATION TO COLLECT AND RELEASE EVIDENCE AND INFORMATION AND TO DISCLOSE PROTECTED HEALTH INFORMATION

Date: _____ To: _____
Hospital or other Health Care Provider

Re: _____
Name, DOB, and other identifying information of Patient

All information that has been gathered on an individual is personal and private. You are not required to release this information. I understand that the Hospital or Health Care Provider listed above will not condition treatment, payment, enrollment, or eligibility for benefits on whether I sign this authorization. Such information cannot be released without authorized written permission, except as required by law. I understand that my records are personal and private; however, I give my permission for the Hospital or Health Care Provider listed above to release a certified copy of this information to any law enforcement agency that requests same including any results of any HIV tests. The above listed information is to be released for the specific purpose of assisting the District Attorney and other law enforcement agencies in an active criminal investigation in which the records requested are necessary. I understand that my permission to release this information may be canceled at any time except when the information has already been released. My permission to release this information will expire 20 days from the date listed above. I understand that the information disclosed by this authorization may be subject to re-disclosure by the recipient and no longer protected by federal privacy regulations.

If not signed by the patient (due to infirmity, minority, or other mental, physical, or legal debilitation), I hereby certify that I am the parent/guardian/representative of the person listed above and have the legal authorization to sign on behalf of the person, whether by court order or by operation of law.

I further freely consent to allow _____ to collect evidence concerning a sexual assault. DNA profiles derived from evidence in the kit will go into a DNA Database called CODIS (Combined DNA Index System) whereas my DNA profile will stay in the Local DNA Index System (LDIS) and the DNA profile attributable to the offender will be uploaded to the National DNA Index System (NDIS).

The exam procedure for the collection of a PERK (Physical Evidence Recovery Kit) has been fully explained to me, and I agree to the following:

☐ ☐ I authorize the facility/hospital and its agents to release the laboratory specimens, medical records, and related pertinent information of this incident to appropriate law enforcement officials.

☐ ☐ I release and hold harmless the facility/hospital and its agents from any and all liability and claims of injury in pursuance of evidence collection.

☐ ☐ I authorize the taking of photographs and understand that the photographs will be released only to the appropriate law enforcement officials upon written request.

☐ ☐ I agree to the examination, including examination of genitalia and anus.

☐ ☐ I agree to the collection of specimens for medical investigations to diagnose any medical problems related to this incident.

☐ ☐ I agree to the collection of specimens for criminal investigation.

☐ ☐ I agree to provide a verbal and/or written statement to police or other investigators.

☐ ☐ I agree to have blood drawn for HIV testing.

☐ ☐ I give permission for the SANE program and/or the hospital to notify and bill my health insurance for my forensic medical exam.

Signature: _____ Signature: _____
Patient or Parent/Guardian/Representative *Witness*

Signature: _____
Witness

Address: _____

Phone: _____

FD-1040 (REV. 1/2014)

FORENSIC MEDICAL EVALUATION
Page 1 of 11

KIT LABEL NUMBER

MEDICAL HISTORY

Patient Name: _____

Sex: _____ Race: _____ Age: _____ DOB: _____

Current Medications: _____

Allergies: _____

Past medical history, surgeries, and/or pre-existing physical injuries: _____

Date of LMP: _____

Currently pregnant? ☐ Yes ☐ No ☐ Unsure If pregnant, how many weeks? _____

Tubal ligation/hysterectomy/gynecological surgery/birth control method: _____

Last consensual intercourse (date/time): _____ Specify type: _____

Contraceptive use: ☐ Yes ☐ No Contraceptive type: _____

Was shower, douche, or bath taken between assault and last consensual intercourse? ☐ Yes ☐ No

If yes, date and time: _____

Any recent (90 days) anal or genital injuries, surgeries, diagnostic procedures, or medical treatment which may affect physical findings? _____

Physical disabilities? ☐ Yes ☐ No Mental disabilities? ☐ Yes ☐ No

If yes, describe: _____

DRUG-FACILITATED SCREEN

Any voluntary alcohol use within 12 hours prior to incident? ☐ Yes ☐ No ☐ Unsure

If yes, describe type and quantity: _____

Any alcohol use by assailant? ☐ Yes ☐ No ☐ Unsure

Any voluntary substance use within 96 hours prior to incident? ☐ Yes ☐ No ☐ Unsure

If yes, name of substance(s): _____

Involuntary ingestion of alcohol/substance? ☐ Yes ☐ No ☐ Unsure

If yes, name of substance: _____

Loss/lapse of memory? ☐ Yes ☐ No ☐ Unsure

Toxicology kit completed? ☐ Yes ☐ No

If yes, toxicology kit number: _____

FOR FORENSIC LAB USE ONLY

Case # _____

Item # _____ Examiner's Signature _____

FD-1041 (REV. 1/2014)

FORENSIC MEDICAL EVALUATION
Page 2 of 11

KIT LABEL NUMBER

Report to Law Enforcement? ☐ Yes ☐ No

Agency Case Number: _____

Responding Officer: _____ Agency: _____

Responding Detective: _____ Agency: _____

AGENCY NOTIFICATION

Notification of advocacy center? ☐ Yes ☐ No If no, explain: _____

Name of Advocate: _____

Adult Protective Services notified? ☐ Yes ☐ No Representative Name: _____

DCFS notified? ☐ Yes ☐ No Representative Name: _____

Elder Abuse Report? ☐ Yes ☐ No Representative Name: _____

Disabled Persons Report? ☐ Yes ☐ No Representative Name: _____

Interpreter used? ☐ Yes ☐ No Language: _____

Name of Interpreter: _____

INCIDENT INFORMATION (More detailed information will be asked on pages 3 - 4)

Date/Time of Examination: _____ Hospital/Facility providing service: _____

Date/Time of Assault: _____ Location of Assault: _____

ASSAILANT NAME	AGE	GENDER	ETHNICITY	RELATIONSHIP TO PATIENT
#1				
#2				
#3				
#4				
#5				

Examples of relationship to patient: Parent/Step-Parent, Spouse/Live-In Partner, Ex-Spouse/Live-In Partner, Parent's Live-In Partner, Boyfriend/Girlfriend, Ex-Boyfriend/Girlfriend, Date, Acquaintance, Friend, Stranger, Social Media Contact, Unknown

Did the patient injure the assailant(s) in any way (i.e., bite, kick, scratch, etc.)? ☐ Yes ☐ No ☐ Bleeding Describe: _____

Any injuries to assailant resulting in bleeding? ☐ Yes ☐ No Specify: _____

Did assailant injure patient in any way (i.e., bite, kick, scratch, etc.)? ☐ Yes ☐ No ☐ Bleeding Describe: _____

Was a weapon used or threatened during assault? ☐ Yes ☐ No Type: _____ Specify: _____

Verbal Threats: ☐ Yes ☐ No Specify: _____

Threats of harm: ☐ Yes ☐ No Specify: _____

Strangulation: ☐ Yes ☐ No Specify: _____

Restraints: ☐ Yes ☐ No Specify: _____

Chemicals: ☐ Yes ☐ No Specify: _____

Physical Force: ☐ Yes ☐ No Specify: _____

Did assailant take anything? ☐ Yes ☐ No Specify: _____

Potential for Human Trafficking? ☐ Yes ☐ No Specify: _____

FOR FORENSIC LAB USE ONLY

Case # _____

Item # _____ Examiner's Signature _____

FD-1042 (REV. 1/2014)

FORENSIC MEDICAL EVALUATION
Page 3 of 11

KIT LABEL NUMBER

ACTS DESCRIBED BY PATIENT:

Was lubricant used? ☐ Yes ☐ No ☐ Unsure

If yes, specify: _____

Was a condom used? ☐ Yes ☐ No ☐ Unsure

Penetration of female sexual organs? ☐ Yes ☐ No ☐ Unsure

Used: ☐ Penis ☐ Finger ☐ Mouth/Tongue ☐ Foreign Object

Did ejaculation occur? ☐ Yes ☐ No ☐ Unsure

Penetration of the mouth? ☐ Yes ☐ No ☐ Unsure

Used: ☐ Penis ☐ Finger ☐ Mouth/Tongue ☐ Foreign Object

Did ejaculation occur? ☐ Yes ☐ No ☐ Unsure

Penetration of the anus? ☐ Yes ☐ No ☐ Unsure

Used: ☐ Penis ☐ Finger ☐ Mouth/Tongue ☐ Foreign Object

Did ejaculation occur? ☐ Yes ☐ No ☐ Unsure

Fondling of the patient? ☐ Yes ☐ No ☐ Unsure

If yes, specify: _____

Was the patient forced to touch/fondle the assailant? ☐ Yes ☐ No ☐ Unsure

If yes, specify: _____

Did the assailant lick, kick, or spit on the patient? ☐ Yes ☐ No ☐ Unsure

If yes, specify: _____

POST-INCIDENT HYGIENE:

Changed clothes? ☐ Yes ☐ No Bathed/showered/washed off? ☐ Yes ☐ No

Brushed/washed hair? ☐ Yes ☐ No Smoked? ☐ Yes ☐ No

Brushed teeth? ☐ Yes ☐ No Used mouthwash? ☐ Yes ☐ No

Vomited? ☐ Yes ☐ No Food or drink? ☐ Yes ☐ No

Urinated? ☐ Yes ☐ No Douched? ☐ Yes ☐ No

Removed tampon/pad/sponge/etc? ☐ Yes ☐ No Defecated? ☐ Yes ☐ No

Recent history of constipation? ☐ Yes ☐ No Used enema? ☐ Yes ☐ No

Comments: _____

FOR FORENSIC LAB USE ONLY

Case # _____

Item # _____ Examiner's Signature _____

FD-1043 (REV. 1/2014)

FORENSIC MEDICAL EVALUATION
Page 4 of 11

KIT LABEL NUMBER

PATIENT'S REPORT OF INCIDENT:

Continued on back? ☐ Yes ☐ No

FOR FORENSIC LAB USE ONLY

Case # _____
Item # _____

Examiner's Signature _____

REL-2000-1-004

FORENSIC MEDICAL EVALUATION
Page 5 of 11

KIT LABEL NUMBER

PHYSICAL EXAM

Body System	Within Defined Limits	Note Exceptions to Physical Exam here:
HEENT:	non-neoplastic PERRLA trachea midline	
Chest/Lungs:	CTA/No distress	
Heart:	Heart R/R normal	
Abdomen:	soft, non-tender, positive bowel sounds	
Musculoskeletal:	MACW	
Neurological:	AAOK Speech Clear	
SKIN:	PWID	
Other:		

Physical injuries and/or pain described by patient:

Circle pain score as described by patient

PATIENT'S DEEMANOR (check all that apply):

☐ Quiet ☐ Tense ☐ Tearful ☐ Shaking ☐ Trembling
☐ Agitated ☐ Anxious ☐ Smiling ☐ Angry ☐ Flat
☐ Good Eye Contact ☐ Poor Eye Contact ☐ Responsive to Questions
☐ Other

TANNER STAGE (for pubescent patients only - check appropriate stage):

SEX	STAGE	BREAST	PUBIC HAIR
FEMALE	I	Nipple only	None
	II	Buds	Straight, long, sparse
	III	Breasts elevate	Curled and curler
	IV	Project secondary mound	Coarse, no spread to thighs
	V	Only nipple projects	Spreads laterally to the thighs
MALE	I	Skin bare	None
	II	Scrotum reddens	Straight at the base
	III	Length grows	Curled and curler
	IV	Width grows	Coarse, no spread to thighs
	V	Complete	Spreads laterally to the thighs

FOR FORENSIC LAB USE ONLY

Case # _____
Item # _____

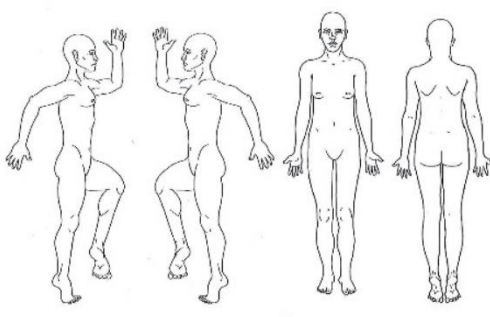
Examiner's Signature _____

REL-2000-1-004

FORENSIC MEDICAL EVALUATION
Page 6 of 11

KIT LABEL NUMBER

SEXUAL ASSAULT EXAMINATION AND OBSERVATIONS (BODY)



ER - erythema (redness) AB - abrasion BI - bite DS - dry secretion PE - petechiae SI - surface injury
 EC - ecchymosis (bruise) LA - laceration MS - moist secretion TB - bruise blue DF - deformity

FOR FORENSIC LAB USE ONLY

Case # _____
Item # _____

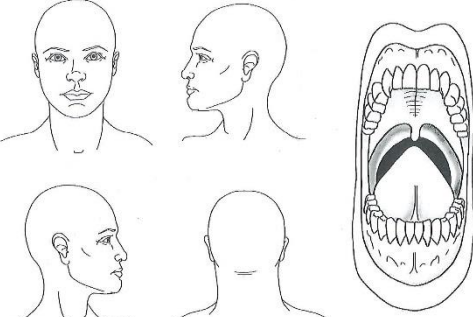
Examiner's Signature _____

REL-2000-1-004

FORENSIC MEDICAL EVALUATION
Page 7 of 11

KIT LABEL NUMBER

SEXUAL ASSAULT EXAMINATION AND OBSERVATIONS (HEAD & MOUTH)



ER - erythema (redness) AB - abrasion BI - bite DS - dry secretion PE - petechiae SI - surface injury
 EC - ecchymosis (bruise) LA - laceration MS - moist secretion TB - bruise blue DF - deformity

FOR FORENSIC LAB USE ONLY

Case # _____
Item # _____

Examiner's Signature _____

REL-2000-1-004

FORENSIC MEDICAL EVALUATION Page 9 of 11				KIT LABEL NUMBER												
SEXUAL ASSAULT EXAMINATION AND OBSERVATIONS (FEMALE GENITALIA)																
GENITAL/ANAL EXAMINATION																
Position of patient for exam: ☐ Lithotomy ☐ Other (specify) _____																
Lubrication used during speculum exam? ☐ Yes ☐ No ☐ Not Applicable If yes, specify: _____																
Hymen Shape (mark only if pedisatric patient): ☐ Annular ☐ Fimbriated ☐ Septate ☐ Cribriform ☐ Other _____																
Anal Examination																
Buttocks: _____																
Anus: _____																
Anal form: _____																
Additional comments: _____																
<table style="width: 100%; font-size: small;"> <tr> <td>ER – erythema (redness)</td> <td>AB – abrasion</td> <td>BS – bite</td> <td>DS – dry secretion</td> <td>PE – petechiae</td> <td>SI – suction injury</td> </tr> <tr> <td>EC – ecchymosis (bruise)</td> <td>LA – laceration</td> <td>MS – moist secretion</td> <td>TD – tickle/itch blue</td> <td>DF – deformity</td> <td></td> </tr> </table>					ER – erythema (redness)	AB – abrasion	BS – bite	DS – dry secretion	PE – petechiae	SI – suction injury	EC – ecchymosis (bruise)	LA – laceration	MS – moist secretion	TD – tickle/itch blue	DF – deformity	
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EC – ecchymosis (bruise)	LA – laceration	MS – moist secretion	TD – tickle/itch blue	DF – deformity												
FOR FORENSIC LAB USE ONLY																
<table style="width: 100%;"> <tr> <td style="width: 30%;">Case # _____</td> <td style="width: 70%;">Examiner's Signature _____</td> </tr> <tr> <td>Item # _____</td> <td></td> </tr> </table>					Case # _____	Examiner's Signature _____	Item # _____									
Case # _____	Examiner's Signature _____															
Item # _____																

FORENSIC MEDICAL EVALUATION Page 11 of 11				KIT LABEL NUMBER
NURSING DIAGNOSIS				
☐ Powerless related to sexual assault ☐ High risk for post trauma response related to sexual assault				
☐ High risk for self-harm related to post-trauma syndrome ☐ High risk for ineffective family coping related to sexual assault/domestic abuse				
☐ Alteration in skin integrity				
Post-Exam Report Given To: _____				
LAB STUDIES				
HIV?	☐ Yes	☐ No	☐ Recommended	Results
RPR/VDRL?	☐ Yes	☐ No	☐ Recommended	Results
Hep B?	☐ Yes	☐ No	☐ Recommended	Results
Urine Pregnancy Test	☐ Yes	☐ No	☐ Recommended	Results
Urine GC/Chlamydia?	☐ Yes	☐ No	☐ Recommended	Results
Urine Urine Screen?	☐ Yes	☐ No	☐ Recommended	Results
Urinalysis?	☐ Yes	☐ No	☐ Recommended	Results
_____ Other lab or radiology studies				
TREATMENT				
Was patient an admit to the hospital? ☐ Yes ☐ No				
I.V prophylaxis? ☐ Yes ☐ No ☐ Recommended				
Antibiotic prophylaxis? ☐ Yes ☐ No ☐ Recommended				
Emergency Contraception? ☐ Yes ☐ No				
Hep B? ☐ Yes ☐ No ☐ Recommended				
Tetanus? ☐ Yes ☐ No ☐ Recommended				
Willing and Verbal discharge instructions? ☐ Yes ☐ No				
Discharged with (check all that apply) ☐ Friends ☐ Family ☐ Police ☐ Other 				
TREATMENT				
☐ Debris Bindle	☐ Outer Clothing	☐ Outer Clothing		
☐ Undergarments	☐ Undergarments	☐ Reference Swab		
☐ Oral Swab (if oral assault occurred)	☐ Perineal Swab	☐ Blood Sampling Card		
☐ Bite Mark or Buccal Swab	☐ Bite Mark or Buccal Swab	☐ Additional Swab		
☐ Left Fingernail Swab	☐ Left Hand Palm Swab	☐ Additional Swab		
☐ Right Fingernails Swab	☐ Right Hand Palm Swab	☐ Additional Swab		
☐ Public Hair Combing/Clippings	☐ External Genitals Swab	☐ Additional Swab		
☐ Perineal Swab	☐ Cervical Swab	☐ Additional Swab		
☐ Vaginal or Penile Swab	☐ Anal/Perianal Swab	☐ Additional Swab		
☐ First Void	☐ Toilet Paper	☐ Other		
Appearance of clothing worn at the time of the sexualization: _____				
Was clothing worn at time of exam collected? ☐ Yes ☐ No If yes, specify: _____				
Was clothing worn at time of incident collected? ☐ Yes ☐ No If yes, specify: _____				
CVR Information given to patient (CVR)? ☐ Yes ☐ No DHH Form given to patient? ☐ Yes ☐ No				
Additional Comments: _____				
FOR FORENSIC LAB USE ONLY				
Case # _____	Examiner's Signature _____			
Item # _____				

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APPENDIX G- STAKEHOLDER MEETING AND NOTIFICATIONS

Meeting Notifications, Attendance, and Minutes

Outlook

St. Charles SART Meeting

Organizer maci@havenhelps.org <maci@havenhelps.org>
Meeting time This event occurred 2 months ago (Thu 11/7/2024 9:30 AM - 10:30 AM)
Location St. Charles Parish Sheriff's Office
My response Accepted
Required attendees bobryan@tpcg.org, Casey Elrick, cassandrabiliot@gmail.com, don@stcharlessheriff.org, gtanul@stcharlessheriff.org, jflawler@ochner.org, julie.havenhelps.org, kholingworth@stcharlessheriff.org, illan.agnely@ochner.org, Melanie Lettice, mroper@stcharlessheriff.org, Nicole Cohen, Rebecca Rainey, St. Charles Coroner's Office, syoung@mccagno.org, titeli@tpcc.edu, tplsance@stcharlessheriff.org, wksa@stcharlessheriff.org, Eric Brooks
Optional attendees Conner, Barry Minich
Message sent Tue 10/22/2024 2:29 PM

1 attachment (2 MB)
2025 Region 3 Sexual Assault Response Plan.pdf

Greetings,

We will hold our next SART Meeting on **November 7, 2024, at 9:30am. This meeting will be held at the St. Charles Parish Sheriff's Office located at 260 Judge Edward Dufresne Pkwy, Luling.**

Each year, the Louisiana Department of Health, through the medical directors of each of its nine regional health service districts, shall coordinate an annual sexual assault response plan for each district. This proposed plan is submitted to the secretary of the state for review and the approved plan shall become effective February first of the following year. The plan outlines, in detail, the region's standards and procedures in responding to sexual assault survivors. When developing the annual response plan, the department shall solicit the input of interested stakeholders in the region.

Discussion at this SART meeting will be centered upon the proposed sexual assault response plan. Attached to this email is a rough draft of the plan. If possible, we kindly ask you and/or a member of your team to review the plan to be able to discuss any necessary revisions or additions.

As a reminder, to ensure that we have a clear vision and direction for the SART, and that we respect the space limitations, we kindly ask that each agency sends one dedicated representative to lead the SART efforts. We understand that this person may not be able to attend every meeting, so a substitute can be arranged if necessary. Please respond to this email if you are the dedicated representative, or have a designee, and are able to attend.

If you have any questions, please feel free to contact me.

Outlook

Re: St. James SART Meeting

From maci@havenhelps.org <maci@havenhelps.org>
Date Tue 11/12/2024 2:09 PM
To bobryan@tpcg.org <bobryan@tpcg.org>; brent.dichary@stjamesda.com <brent.dichary@stjamesda.com>; cassandrabiliot@gmail.com <cassandrabiliot@gmail.com>; cusey@acadian.com <cusey@acadian.com>; dwan_bowser@yahoo.com <dwan_bowser@yahoo.com>; ebonywhite@stjamesheriff.com <ebonywhite@stjamesheriff.com>; julie.havenhelps.org <julie@havenhelps.org>; Kelli Randazzo <krandazzo@tgh.org>; Melanie Lettice <Melanie.Lettice@verplacsb.com>; monica.credido@stjamesheriff.com <monica.credido@stjamesheriff.com>; Nicole Cohen <nicole@havenhelps.org>; Nicole White <nicole.white@stjamesheriff.com>; Rebecca Rainey <rarney@mccagno.org>; Rhonda Zeringue, RN <rzeringue@tgh.org>; Shirley Young <syoung@mccagno.org>; ttraveller@tghda.com <ttraveller@tghda.com>; titeli@tpcc.edu <titeli@tpcc.edu>
Cc Shalther Cushmanberry <scushmanberry@tpcc.edu>; Eric Brooks <eric.brooks@tga.gov>

Good afternoon,

Just sending out a reminder regarding the SART meeting on Thursday, November 14th at 9:30am. This meeting will be held in a meeting room at the St. James Parish Hospital (1645 Lutchet Ave, Lutchet).

Please see the original email below for more information.

Thank you,
Maci



Empowering Families to live
safe independent violence
free lives

Maci Lapeyrouse, MA, LPC,
NCC
Sexual Assault Program
Director | Region 3 SART
Coordinator

Phone: 985.346.3957
Mobile: 985.790.4396
Office: 985.872.0757
Email: maci@havenhelps.org

P.O. Box 4279
Houma, LA 70361

www.havenhelps.org

Outlook

St. James SART Meeting

Organizer maci@havenhelps.org <maci@havenhelps.org>
Meeting time This event occurred 2 months ago (Thu 11/14/2024 9:30 AM - 10:30 AM)
Location St. James Parish Hospital (1645 Lutchet Ave, Lutchet, LA, 70071, United States)
My response Accepted
Required attendees bobryan@tpcg.org, brent.dichary@stjamesda.com, cassandrabiliot@gmail.com, cusey@acadian.com, dwan_bowser@yahoo.com, ebonywhite@stjamesheriff.com, julie.havenhelps.org, Kelli Randazzo, Melanie Lettice, monica.credido@stjamesheriff.com, Nicole Cohen, Nicole White, Rebecca Rainey, Rhonda Zeringue, RN, Shirley Young, St. James Coroner's Office, ttraveller@tghda.com, titeli@tpcc.edu
Optional attendees Shalther Cushmanberry, Eric Brooks
Message sent Tue 10/22/2024 9:36 AM

1 attachment (2 MB)
2025 Region 3 Sexual Assault Response Plan.pdf

Greetings,

We will hold our next SART Meeting on **November 14, 2024, at 9:30am. This meeting will be held in a meeting room at the St. James Parish Hospital (1645 Lutchet Ave, Lutchet).** If facing the hospital and the medical complex, the hospital is to your left and medical complex is to your right—you will walk through the double doors on your left (into the hospital). The meeting room will be the first door on your left once you're in the hospital.

Each year, the Louisiana Department of Health, through the medical directors of each of its nine regional health service districts, shall coordinate an annual sexual assault response plan for each district. This proposed plan is submitted to the secretary of the state for review and the approved plan shall become effective February first of the following year. The plan outlines, in detail, the region's standards and procedures in responding to sexual assault survivors. When developing the annual response plan, the department shall solicit the input of interested stakeholders in the region.

Discussion at this SART meeting will be centered upon the proposed sexual assault response plan. Attached to this email is a rough draft of the plan. If possible, we kindly ask you and/or a member of your team to review the plan to be able to discuss any necessary revisions or additions.

As a reminder, to ensure that we have a clear vision and direction for the SART, and that we respect the space limitations, we kindly ask that each agency sends one dedicated representative to lead the SART efforts. We understand that this person may not be able to attend every meeting, so a substitute can be arranged if necessary. Please respond to this email if you are the dedicated representative, or have a designee, and are able to attend.

If you have any questions, please feel free to contact me.

Outlook

Re: St. John SART Meeting

From maci@havenhelps.org <maci@havenhelps.org>
Date Tue 11/12/2024 2:12 PM
To bdmw@stjohnshda.com <bdmw@stjohnshda.com>; bobryan@tpcg.org <bobryan@tpcg.org>; brandon.barlow@stjohnshda.com <brandon.barlow@stjohnshda.com>; cassandrabiliot@gmail.com <cassandrabiliot@gmail.com>; Dr. Christy Montegut <stjohnco@tortfine.com>; jeni.estrada@stjohnshda.com <jeni.estrada@stjohnshda.com>; julie.havenhelps.org <julie@havenhelps.org>; maricristina.rivas@ochner.org <maricristina.rivas@ochner.org>; Melanie Lettice <Melanie.Lettice@verplacsb.com>; Nicole Cohen <nicole@havenhelps.org>; rbailey@stjohnshda.com <rbailey@stjohnshda.com>; Rebecca Rainey <rarney@mccagno.org>; s.lewis@stjohnshda.com <s.lewis@stjohnshda.com>; Sandra Prather <sprather@ochner.org>; syoung@mccagno.org <syoung@mccagno.org>; titeli@tpcc.edu <titeli@tpcc.edu>; illan.agnely@ochner.org <illan.agnely@ochner.org>; Regina Griffin <regina.griffin@verplacsb.com>
Cc Eric Brooks <eric.brooks@tga.gov>; Shalther Cushmanberry <scushmanberry@tpcc.edu>

Good afternoon,

Just sending out a reminder regarding the SART meeting on Thursday, November 14th at 11:00am. This meeting will be held in a meeting room at River Place Behavioral Health, located at 500 Rue de Sante in LaPlace.

Please see the original email below for more information.

Thank you,
Maci



Empowering Families to live
safe independent violence
free lives

Maci Lapeyrouse, MA, LPC,
NCC
Sexual Assault Program
Director | Region 3 SART
Coordinator

Phone: 985.346.3957
Mobile: 985.790.4396
Office: 985.872.0757
Email: maci@havenhelps.org

P.O. Box 4279
Houma, LA 70361

www.havenhelps.org

From: maci.havenhelps.org
Sent: Tuesday, October 22, 2024 12:21 PM
To: belmaw@stjohnsheriff.org; bobryan@tpcg.org; bobbyan@tpcg.org;
brandon.barlow@stjohnsheriff.org; charndon.barlow@stjohnsheriff.org; cassandraabbott@gmail.com
<cassandraabbott@gmail.com>; Dr. Christy Montagut <stjohnco@ttonline.com>; jenniestracca@stjohnsheriff.org
<jenniestracca@stjohnsheriff.org>; julie.havenhelps.org <julie@havenhelps.org>; maricristina.rivas@ochsner.org
<maricristina.rivas@ochsner.org>; Melanie Lerville <Melanie.Lerville@riverplacebh.com>; Nicole Cohen
<nicole@havenhelps.org>; bailey@stjohnsheriff.org; chris@stjohnsheriff.org; christine@tpca.org; Eric Brooks
<eric.brooks@la.gov>; jason pellegin <jpellegin@tpso.net>; julie.havenhelps.org <julie@havenhelps.org>;
Kristina Payne <kpayne@tpcg.org>; Lisa Reynolds@tghhealthsystem.com <lisa.reynolds@tghhealthsystem.com>;
Nicole Cohen <nicole@havenhelps.org>; teresa.mccabb@tghhealthsystem.com
<teresa.mccabb@tghhealthsystem.com>; titilev@fletcher.edu <titilev@fletcher.edu>; thetiot@tpcg.org
<thetiots@tpcg.org>; victimassistance@tpda.org <victimassistance@tpda.org>;
Cc: Crystal Genger <Crystal.Genger@fletcher.edu>; Reynolds, Lisa <Lisa.Reynolds@tgm.com>; McNabb, Teresia
<Teresia.McNabb@tgm.com>; Gary Williams <Gary.Williams@tpda.org>

Greetings,

We will hold our next SART Meeting on November 14, 2024, at 11:00am. This meeting will be held in a meeting room at River Place Behavioral Health, located at 500 Rue de Sante in LaPlace.

Each year, the Louisiana Department of Health, through the medical directors of each of its nine regional health service districts, shall coordinate an annual sexual assault response plan for each district. This proposed plan is submitted to the secretary of the state for review and the approved plan shall become effective February first of the following year. The plan outlines, in detail, the region's standards and procedures in responding to sexual assault survivors. When developing the annual response plan, the department shall solicit the input of interested stakeholders in the region.

Discussion at this SART meeting will be centered upon the proposed sexual assault response plan. Attached to this email is a rough draft of the plan. If possible, we kindly ask you and/or a member of your team to review the plan to be able to discuss any necessary revisions or additions.

As a reminder, to ensure that we have a clear vision and direction for the SART, and that we respect the space limitations, we kindly ask that each agency sends one dedicated representative to lead the SART efforts. We understand that this person may not be able to attend every meeting, so a substitute can be arranged if necessary. Please respond to this email if you are the dedicated representative, or have a designee, and are able to attend.

If you have any questions, please feel free to contact me.



Maci Lapeyrouse,
MA, LPC, NCC
Sexual Assault
Program Director |
Region 3 SART

From: maci.havenhelps.org
Sent: Tuesday, October 22, 2024 12:21 PM
To: ben.rhodes@ochsner.org; ben.rhodes@ochsner.org; bobryan@tpcg.org; bobbyan@tpcg.org;
cassandraabbott@gmail.com; cassandraabbott@gmail.com; christine@tpca.org; christine@tpca.org;
cpayne@tpso.net <cpayne@tpso.net>; denisefort@tpda.org <denisefort@tpda.org>; Eric Brooks
<eric.brooks@la.gov>; Jason Pellegin <jpellegin@tpso.net>; julie.havenhelps.org <julie@havenhelps.org>;
Kristina Payne <kpayne@tpcg.org>; Lisa Reynolds@tghhealthsystem.com <lisa.reynolds@tghhealthsystem.com>;
Nicole Cohen <nicole@havenhelps.org>; teresa.mccabb@tghhealthsystem.com
<teresa.mccabb@tghhealthsystem.com>; Terrebonne Coroner's Office; titilev@fletcher.edu
<titilev@fletcher.edu>; thetiot@tpcg.org <thetiots@tpcg.org>; victimassistance@tpda.org
<victimassistance@tpda.org>;
Cc: Crystal Genger <Crystal.Genger@fletcher.edu>; Reynolds, Lisa <Lisa.Reynolds@tgm.com>; McNabb, Teresia
<Teresia.McNabb@tgm.com>; Gary Williams <Gary.Williams@tpda.org>
Subject: Terrebonne SART Meeting
When: Monday, November 18, 2024 2:00 PM-3:00 PM
Where: Terrebonne General Medical Center (3068 Main St, Houma, LA 70360, United States)

Greetings,

We will hold our next SART Meeting on November 18, 2024, at 2:00pm. This meeting will be held at Terrebonne General Health System in the Emergency Department Conference Room.

Each year, the Louisiana Department of Health, through the medical directors of each of its nine regional health service districts, shall coordinate an annual sexual assault response plan for each district. This proposed plan is submitted to the secretary of the state for review and the approved plan shall become effective February first of the following year. The plan outlines, in detail, the region's standards and procedures in responding to sexual assault survivors. When developing the annual response plan, the department shall solicit the input of interested stakeholders in the region.

Discussion at this SART meeting will be centered upon the proposed sexual assault response plan. Attached to this email is a rough draft of the plan. If possible, we kindly ask you and/or a member of your team to review the plan to be able to discuss any necessary revisions or additions.

As a reminder, to ensure that we have a clear vision and direction for the SART, and that we respect the space limitations, we kindly ask that each agency sends one dedicated representative to lead the SART efforts. We understand that this person may not be able to attend every meeting, so a substitute can be arranged if necessary. Please respond to this email if you are the dedicated representative, or have a designee, and are able to attend.

If you have any questions, please feel free to contact me.

Outlook

Re: Terrebonne SART Meeting

From: maci.havenhelps.org <maci@havenhelps.org>

Date: Wed 11/13/2024 8:47 AM

To: ben.rhodes@ochsner.org <ben.rhodes@ochsner.org>; bobryan@tpcg.org <bobryan@tpcg.org>;
cassandraabbott@gmail.com <cassandraabbott@gmail.com>; christine@tpca.org <christine@tpca.org>;
cpayne@tpso.net <cpayne@tpso.net>; denisefort@tpda.org <denisefort@tpda.org>; Eric Brooks
<Eric.Brooks@la.gov>; Jason Pellegin <jpellegin@tpso.net>; julie.havenhelps.org <julie@havenhelps.org>;
Kristina Payne <kpayne@tpcg.org>; Lisa Reynolds@tghhealthsystem.com <lisa.reynolds@tghhealthsystem.com>;
Nicole Cohen <nicole@havenhelps.org>; teresa.mccabb@tghhealthsystem.com
<teresa.mccabb@tghhealthsystem.com>; titilev@fletcher.edu <titilev@fletcher.edu>; thetiot@tpcg.org
<thetiots@tpcg.org>; victimassistance@tpda.org <victimassistance@tpda.org>;
Cc: Crystal Genger <Crystal.Genger@fletcher.edu>; Reynolds, Lisa <Lisa.Reynolds@tgm.com>; McNabb, Teresia
<Teresia.McNabb@tgm.com>; Gary Williams <Gary.Williams@tpda.org>

2 attachments (3 MB)

2025 Region 3 Sexual Assault Response Plan.pdf; ACT 660.pdf

Good morning,

Just sending out a reminder regarding the SART meeting on Monday, November 18th at 2:00pm. This meeting will be held at Terrebonne General Health System in the Emergency Department Conference Room.

Please see the original email below for more information.

Thanks,
Maci



Empowering Families to live
safe independent violence
free lives

Maci Lapeyrouse, MA, LPC,
NCC
Sexual Assault Program
Director | Region 3 SART
Coordinator
Phone: 985.346.3557
Mobile: 985.790.4396
Email: maci@havenhelps.org
P.O. Box 4279
Houma, LA 70361
www.havenhelps.org

Outlook

Re: Lafourche SART Meeting

From: maci.havenhelps.org <maci@havenhelps.org>

Date: Wed 11/13/2024 8:40 AM

To: alexandra.barnes@scholls.edu <alexandra.barnes@scholls.edu>; bobryan@tpcg.org <bobryan@tpcg.org>;
buffy@tough.org <buffy@tough.org>; cassandraabbott@gmail.com <cassandraabbott@gmail.com>;
chris@thetiot@fletcher.edu <chris@thetiot@fletcher.edu>; christine@tpca.org <christine@tpca.org>;
cpayne@tpso.net <cpayne@tpso.net>; denisefort@tpda.org <denisefort@tpda.org>; Eric Brooks
<eric.brooks@la.gov>; Jason Pellegin <jpellegin@tpso.net>; julie.havenhelps.org <julie@havenhelps.org>;
Kristina Payne <kpayne@tpcg.org>; Lisa Reynolds@tghhealthsystem.com <lisa.reynolds@tghhealthsystem.com>;
Nicole Cohen <nicole@havenhelps.org>; teresa.mccabb@tghhealthsystem.com
<teresa.mccabb@tghhealthsystem.com>; Terrebonne Coroner's Office; titilev@fletcher.edu
<titilev@fletcher.edu>; thetiot@tpcg.org <thetiots@tpcg.org>; victimassistance@tpda.org
<victimassistance@tpda.org>;
Cc: Crystal Genger <Crystal.Genger@fletcher.edu>; Alison Hadaway <alison.hadaway@scholls.edu>

2 attachments (3 MB)

ACT 660.pdf; 2025 Region 3 Sexual Assault Response Plan.pdf

Good morning,

Just sending out a reminder regarding the SART meeting on Monday, November 18th at 12:00pm. This meeting will be held at Ochsner St. Anne Hospital. The meeting room has been changed to the Small Classroom. You can park in the back parking lot off of Cypress St., between the hospital and the clinic. You'll enter the hospital through the back door—it is badge access, however Danielle will be there to let you in.

My cell number is 985-790-4396. Please call if you have trouble finding the meeting room.

Please see the original email below for more information.

Thanks,
Maci



Empowering Families to live
safe independent violence
free lives

Maci Lapeyrouse, MA, LPC,
NCC
Sexual Assault Program
Director | Region 3 SART
Coordinator
Phone: 985.346.3557
Mobile: 985.790.4396
Email: maci@havenhelps.org

if you have any questions, please feel free to contact me.

www.bentley.com

I look forward to meeting each of you!

Phone: 985.346.3957

2025 SARP Planning Meeting Notifications

Meeting & Date	Notification Sent	Reminder Sent	Invited	Attendance
11.14.24 St. James Quarterly SART Meeting	via email on 10.22.24	via email on 11.12.2024	Capt. Bobbie O'Bryan (Houma Police Department), Kelli Randazzo (St. James Parish Hospital), Melanie Lerille (River Place Behavioral Health), Nicole White (St. James Sheriff's Office), Shirley Young (Metro Centers for Community Advocacy), Shalither Cushenberry (River Parishes Community College), Dr. Eric Brooks (Louisiana Department of Health), Chad Usey (Acadian Ambulance Service), Brent Dicharry (Gramercy Police Chief), Cassandra Billiot (Region 3 SANE Coordinator), Dwan Boswer (Lutcher Police Chief), Ebony White (St. James Sheriff's Office), Julie Pellegri (The Haven), Monica Credido (St. James Sheriff's Office), Nicole Cohen (The Haven), Rebecca Rainey (Metro Centers for Community Advocacy), Rhonda Zeringue (St. James Parish Hospital), Dr. Randall Poche' (St. James Coroner)	Dr. Eric Brooks (Louisiana Department of Health), Julie Foret (The Haven- SANE), Shalither Cushenberry (River Parishes Community College), Melanie Lerille (River Place Behavioral Health), Monica Credido (St. James Sheriff's Office), Kelli Randazzo (St. James Parish Hospital), Rhonda Zeringue (St. James Parish Hospital), Capt. Bobbie O'Bryan (Houma Police Department), Maci Lapeyrouse (Region 3 SART Coordinator), Shirley Young (Metro Centers for Community Advocacy), Dr. Will Freeman (St. James Parish Hospital)
11.14.24 St. John Quarterly SART Meeting	via email on 10.22.24	via email on 11.12.2024	Capt. Bobbie O'Bryan (Houma Police Department), Dr. Christy Montegut (St. John Parish Coroner), Melanie Lerille (River Place Behavioral Health), Shirley Young (Metro Centers for Community Advocacy), Lillian Agnelly (Ochsner River Parishes), Regina Griffin (River Place Behavioral Health), Dr. Eric Brooks (Louisiana Department of Health), Shalither Cushenberry (River Parishes Community College), Bridget Dinvaux (St. John District Attorney's Office), Brandon Barlow (St. John Sheriff's Office), Cassandra Billiot (Region 3 SANE Coordinator), Jenni Estraca (St. James Sheriff's Office), Julie Pellegri (The Haven), Maria Cristina Rivas (Ochsner- River Parishes), Nicole Cohen (The Haven), Robin Bailey (St. John District Attorney's Office), Rebecca Rainey (Metro Centers for Community Advocacy), Staty Lewis (St. John Sheriff's Office, Sandra Prather (Ochsner- River Parishes)	Julie Foret (The Haven- SANE), Dr. Eric Brooks (Louisiana Department of Health), Capt. Bobbie O'Bryan (Houma Police Department), Shalither Cushenberry (River Parishes Community College), Heather Champagne (Ochsner- River Parishes), Cristina Rivas (Ochsner- River Parishes), Staty Lewis (St. John Sheriff's Office), Nicole Williams (St. John Coroner's Office), Jennifer Phillips (River Place Behavioral Health), Jarret Guillory Jr. (River Place Behavioral Health), Beverly Pack (River Place Behavioral Health), Regina Griffin (River Place Behavioral Health), Shirley Young (Metro Centers for Community Advocacy), Maci Lapeyrouse (Region 3 SART Coordinator)

11.18.2024 Assumption Quarterly SART Meeting	via email on 10.22.24	via email on 11.13.2024	Capt. Bobbie O'Bryan (Houma Police Department), Dr. Eric Brooks (Louisiana Department of Health), Nicole Cohen (The Haven), Lindsey Wells (Our Lady of the Lake Assumption Hospital), Crystal Gienger (Fletcher Community College), Tonia Pierre (Our Lady of the Lake Assumption Hospital), Leland Falcon (Assumption Parish Sheriff's Office), Dr. Landy (Assumption Parish Coroner), Darl Babin (Assumption District Attorney's Office), Donnie Calamia (Assumption Parish Sheriff's Office), Julie Pellegri (The Haven), Tammy Oconner (Our Lady of the Lake Assumption Hospital), Crystal Gienger (Fletcher Community College)	Dr. Eric Brooks (Louisiana Department of Health), Lindsey Wells (Our Lady of the Lake Assumption Hospital), Donald Calamia Jr. (Assumption Sheriff's Office), Capt. Bobbie O'Bryan (Houma Police Department), Julie Foret (The Haven- SANE), Maci Lapeyrouse (SART Coordinator), Brian Tripode (Our Lady of the Lake Assumption Hospital), Nicole Cohen (The Haven)
11.18.24 Lafourche Quarterly SART Meeting	via email on 10.22.24	via email on 11.13.2024	Capt. Bobbie O'Bryan (Houma Police Department), Dr. Eric Brooks (Louisiana Department of Health), Heidi Irwin (Lafourche District Attorney's Office), Kendra Barnes (Thibodaux Police Department), Leigh Terry (Thibodaux Regional Health System), Melanie Lerille (River Place Behavioral Health), Melissa Simmons (Lafourche Sheriff's Office), Nicole Cohen (The Haven), Shelby Mike (Lafourche District Attorney's Office), Crystal Gienger (Fletcher Community College), Alison Hadaway (Nicholls State University), Buffy Lafont (Lady of the Sea Hospital), Dionne Pearson (Thibodaux Police Department), Alexander Barnes (Nicholls State University PD), Cassandra Billiot (Region 3 SANE Coordinator), Troy Dufrene (Golden Meadow Police Department Chief), Danielle Duplantis (Ochsner- St. Anne Hospital), David Harrelson (Lockport Police Department Chief), Gerard Lotz (Lafourche Sheriff's Office), John Landry (Nicholls State University PD), Julie Pellegri (The Haven), Kristine Russell (Lafourche District Attorney's Office), Kayla Breaux (Lafourche Parish Coroner's Office), Monica Macomber (Lafourche Parish Sheriff's Office), Robert Mason (Lafourche Parish Sheriff's Office), Nichol's Title IX, Valerie Day (Lafourche Parish Sheriff's Office)	Nicole Cohen (The Haven), Maci Lapeyrouse (Region 3 SART Coordinator), Julie Foret (The Haven), Melanie Lerille (River Place Behavioral Health), Leigh Terry (Thibodaux Regional Health System), Shelby Mike (Lafourche Parish District Attorney's Office), Melissa Simmons (Lafourche Parish Sheriff's Office), John Landry (Nicholls State University PD), Alison Hadaway (Nicholls State University Title IX), Crystal Gienger (Fletcher Community College), Robert Mason (Lafourche Parish Sheriff's Office), Capt. Bobbie O'Bryan (Houma Police Department), Dr. Eric Brooks (Louisiana Department of Health), Danielle Duplantis (Ochsner- St. Anne)

11.18.24 Terrebonne Quarterly SART Meeting	via email on 10.22.24	via email on 11.13.2024	Ben Rhodes (Ochsner- Chabert Medical Center), Capt. Bobbie O'Bryan (Houma Police Department), Dr. Eric Brooks (Louisiana Department of Health), Jason Pellegri (Terrebonne Parish Sheriff's Office), Nicole Cohen (The Haven), Crystal Gienger (Fletcher Community College Title IX), Lisa Reynolds (Terrebonne General Health System), Teresita McNabb (Terrebonne General Health System), Gary Williams (Terrebonne Parish District Attorney's Office), Cassandra Billiot (Region 3 SANE Coordinator), Chris Erny (Terrebonne Parish District Attorney's Office), Cher Pitre (Terrebonne Parish Sheriff's Office), Dennis Elfert (Terrebonne Parish District Attorney's Office) Julie Pellegri (The Haven), Kristina Payne (Houma Police Department), Dr. Walker (Terrebonne Parish Coroner's Office), Jim Warren (Terrebonne Parish Coroner's Office), PJ Allrige, (Terrebonne Parish Coroner's Office) Travis Theriot (Houma Police Department Chief), Crystal Gienger (Fletcher Community College- Title IX)	Julie Foret (The Haven SANE), Capt. Bobbie O'Bryan (Houma Police Department), Storm Fitch (Houma Police Department), Cody Doiron (Houma Police Department), Nicole Cohen (The Haven), Maci Lapeyrouse (Region 3 SART Coordinator), Roxanne Hernandez (Terrebonne General Health System), Lisa Reynolds (Terrebonne General Health System), Crystal Gienger (Fletcher Community College Title IX), Dr. Eric Brooks (Louisiana Department of Health), Nicholas Pellegri (Terrebonne General Health System)
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11.07.24 St. Charles Quarterly SART Meeting	via email on 10.22.24		Capt. Bobbie O'Bryan (Houma Police Department), Jarrett Fuselier (Ochsner St. Charles Hospital), Kevin Hollingsworth (St. Charles Sheriff's Office), Lillian Agnelly (Ochsner St. Charles Hospital), Melanie Lerille (River Place Behavioral Health), Shirley Young (Metro Centers for Community Advocacy), Tommy Plaisance (St. Charles Sheriff's Office), Dr. Eric Brooks (Louisiana Department of Health), Dr. Brian Brogle (St. Charles Coroner), Nancy Whann (St. Charles Coroner's Office), Barry Minnich (St. Charles Coroner's Office), Casey Dieck (St. Charles District Attorney's Office), Cassandra Billiot (Region 3 SANE Coordinator), Donald Smith (St. Charles Sheriff's Office), Julie Pellegri (The Haven), Maria Lopez (Ochsner St. Charles Hospital), Nicole Cohen (The Haven), Rebecca Rainey (Metro Centers for Community Advocacy), Walter Banks (St. Charles Sheriff's Office)	Dr. Eric Brooks (Louisiana Department of Health), Maci Lapeyrouse (Region 3 SART Coordinator), Barry Minnich (St. Charles Coroner's Office), Nancy Whann (St. Charles Coroner's Office), Tommy Plaisance (St. Charles Sheriff's Office), Kevin Hollingsworth (St. Charles Sheriff's Office), Giovanni Tarullo (St. Charles Sheriff's Office), Lillian Agnelly (Ochsner St. Charles Hospital), Capt. Bobbie O'Bryan (Houma Police Department), Julie Foret (The Haven- SANE), Nicole Cohen (The Haven), Steven Fontenot (St. Charles Sheriff's Office), Kevin Tennison (St. Charles Sheriff's Office), Harper Fant (Metro Centers for Community Advocacy), Shirley Young (Metro Centers for Community Advocacy), Melanie Lerille (River Place Behavioral Health), Kristina Payne (Houma Police Department), Jubriel Singleton (Houma Police Department), Shalither Cushenberry (River Parishes Community College Title IX)
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St. Charles SART

Attendance:

Maci Lapeyrouse- SART Coordinator, Nicole Cohen- The Haven, Kristina Payne- Houma Police Department, Barry Minnich- Coroner's Office, Nancy Whann- Coroner's Office, Tommy Plaisance- SCSO, Keving Hollingsworth- SCSO, Giovanni Tarullo- SCSO, Lilian Agnelli- St. Charles ED, Capt. Bobbie O'Bryan-HPD, Julie Foret- The Haven, Steven Fontenot- SCSO, Harper Fant- METRO, Shirley Young- METRO, Melanie Lerille- RiverPlace, Jabriel Singleton- HPD, Shalitha Cushenberry- RPCC, Dr. Eric Brooks- OPH

MEETING MINUTES

Agenda Items

- I. Welcome
 - a) Members of the team introduced themselves.
- II. Overview of SART Statistics
 - a) Maci Lapeyrouse provided documentation on 2024 SART statistics for the current year for the region and the parish.
 - i) Giovanni Tarullo asked if other regions of meetings like this one to go over stats and give updates. Capt. Bobbie O'Bryan said not many do. Capt. Bobbie O'Bryan, Maci Lapeyrouse, and Dr. Brooks met with Dr. Sausy from OPH. Capt. O'Bryan said maybe three regions meet. Dr. Sausy was discussing a possible statewide Sexual Assault Response Plan.
- III. SANE Training
 - a) Maci Lapeyrouse introduced the new SANE, Julie Foret. She will cover any lapse in the SANE schedule.
- IV. SA Kit Tracking System
 - a) Maci Lapeyrouse discussed an update about the new Sexual Assault Tracking System. The tracking system is going great. St. Charles Parish has not had an SA call out that needed a FME since May, so they have not been able to use the new system.
- V. New Legislation
 - a) Maci discusses a new Act 669 that was signed by the Governor in late July that reads we are to keep blind FMEs for at least 20 years. The law did read that blind kits are to be stored for 1 year.
 - b) The new Act also reads that they are required to transfer of evidence in 72 hours.

Page | 1

St. James SART

Attendance:

Maci Lapeyrouse- SART Coordinator, Capt. Bobbie O'Bryan- Houma Police Department, Kelli Randazzo- St. James Parish Hospital, Monica Credido- SCSO, Rhonda Zeringue- St. James Parish Hospital, Shirley Young- Metro, Dr. Eric Brooks- OPH, Shalitha Cushenberry- RPCC, Melanie Lerille- River Place, Dr. Will Freeman- St. James Parish Hospital

MEETING MINUTES

Agenda Items

- I. Welcome
 - a) Members of the team introduced themselves.
- II. Overview of SART Statistics
 - a) Maci Lapeyrouse provided documentation on 2024 SART statistics for the current year for the region and the parish.
- III. SANE Training
 - a) Maci Lapeyrouse introduced new full-time SANE Julie Foret. She will be covering any lapse in schedule, as well as going over paperwork and training the other nurses.
 - b) Capt. O'Bryan mentioned that the LSU funding is ending for SANE training, the program got the grant without any funding. We have decreased the timeframe for SANE Training, with LSU it was a year. Currently with Internation Association of Forensic Nurses it is approximately 90-120 days.
- IV. SA Kit Tracking System
 - a) Maci Lapeyrouse shared an update about the new Sexual Assault Tracking System. Monica Credido said that currently St. James has not used the program due to not having an FME completed since before July 1st. They are currently working on administration access due to the changing of personnel.
 - b) Monica said she will contact Maci to schedule a meeting to discuss policy and procedures in reference to the collection of kits.
- V. New Legislation
 - a) Maci discusses a new law ACT 669 that was approved that reads we are to keep blind FMEs for at least 20 years. The law read that blind kits are to be stored for 1 year. The team discussed

Page | 1

- c) There is a new Bill of Rights, very similar to old Bill of Rights, just some slight changes.

VI. Discussion

- a) 2025 Sexual Assault Response Plan
 - i) On pg. 19- Steven Fontenot discusses the wording for Law enforcement to pick up the completed FME within an hour. Steven Fontenot discusses how he thinks it should possibly be changed to a "reasonable amount of time" him and other members of the team feel like they cannot always be there in that amount of time.
- b) Chain of Custody form
 - i) Maci also reminded the team that the kit tracking system is not the chain of custody form and we still need to complete that.

VII. Adjournment- Questions, Concerns, and Comments

- a) Maci Lapeyrouse reminded the team of the Louisiana Oversight Sexual Assault Commission Meeting that is being held on Wednesday, November 20th at 1:00PM in the Thomas Jefferson Rooms 1 - 136C (1st Floor) of the Claiborne Building, 1201 N. Third St., Baton Rouge, LA 70802.

Minutes taken by: Nicole Cohen, Medical Advocate

Page | 2

there is no statute of limitations on rape and the survivor should be able to report when she/he would feel comfortable to do so. The reported kits are kept forever.

- b) Maci will check to clarify general questions about when to bill and when not to bill a patient referring to pages 6-7, 20-21 of the Act.

VI. Chain of Custody

- a) Monica Credido said they previously completed the chain of custody form online but has recently changed to a physical form for all evidence collected.

VII. 2025 Regional Sexual Assault Response Plan

- a) Dr. Eric Brooks discusses the possibility of developing a Statewide sexual assault response plan. Dr. Sausy is starting with a blank page. He asked if there is anything we like or dislike about our current plan to let him or Maci know. He also asked if there are any changes that you think need to be made to let him and Maci know so we can revise it.
- b) Monica Credido said their new Chief of Police was Dennis Jenkins.

VIII. Title IX

- a) Shalitha Cushenberry gave information regarding Title IX.

IX. Adjournment- Questions, Concerns, and Comments

- a) Maci Lapeyrouse reminded the team of the Louisiana Oversight Sexual Assault Commission Meeting that is being held on Wednesday, November 20th at 1:00PM in the Thomas Jefferson Rooms 1 - 136C (1st Floor) of the Claiborne Building, 1201 N. Third St., Baton Rouge, LA 70802.
- b) Maci Lapeyrouse also mentioned having the next SART meeting in mid-January or February 2025.

Minutes taken by: Maci Lapeyrouse, SART Coordinator

Page | 2



Attendance:

Maci Lapeyrouse- SART Coordinator, Capt. Bobbie O Bryan- Houma Police Department, Shirley Young-Metro, Dr. Eric Brooks- OPH, Shalithier Cushmanberry- RPCC, Melanie Lerille- River Place, Julie Foret- The Haven, Shalithier Cushmanberry- RPCC, Heather Champagne- RVPH ED, Cristina Rivas- KMH- RVPH ED, Stacey Lewis- SJBSO, Nicole Williams- St. John Coroner's Office, Jennifer Phillips- River Place, Jarrett Guillory- River Place, Beverly Pack- River Place, Regina Griffin- River Place

MEETING MINUTES

Agenda Items

- I. Welcome
 - a) Members of the team introduced themselves.
- II. Overview of SART Statistics
 - a) Maci Lapeyrouse provided documentation on 2024 SART statistics for the current year for the region and the parish.
- III. SANE Training
 - a) Maci Lapeyrouse introduced new full-time SANE Julie Foret. She will be covering any lapse in schedule, as well as going over paperwork and training the other nurses.
 - b) Capt. O'Bryan mentioned that the LSU funding is ending for SANE training, the program got the grant without any funding. We have decreased the timeframe for SANE Training, with LSU it was a year. Currently with International Association of Forensic Nurses it is approximately 90-120 days.
- IV. SA Kit Tracking System
 - a) Maci Lapeyrouse shared an update about the new Sexual Assault Tracking System.
 - b) Lt. Stacey Lewis said he has two personnel with access to the system. He also discussed the time frames of the entries.
- V. New Legislation
 - a) Maci discusses a new law ACT 669 that was approved that reads we are to keep blind FMEs for at least 20 years. The law read that blind kits are to be stored for 1 year. The team discussed there is no statute of limitations on rape and the survivor should be able to report when she/he would feel comfortable to do so. The reported kits are kept forever.

Page | 1



Attendance:

Maci Lapeyrouse- SART Coordinator, Nicole Cohen- The Haven, Capt. Bobbie O'Bryan-HPD, Julie Foret- The Haven, Dr. Eric Brooks- OPH, Lindsey Wells- OLCL Assumption Community Hospital, Donald Calamia Jr., - Assumption Parish Sheriff Office

MEETING MINUTES

Agenda Items

- I. Welcome
 - a) Members of the team introduced themselves.
- II. Overview of SART Statistics
 - a) Maci Lapeyrouse provided documentation on 2024 SART statistics for the current year for the region and the parish.
 - i) Lindsey Wells stated they have only had adolescents come into the hospital, no adults.
- III. SANE Training
 - a) Maci Lapeyrouse introduced the new SANE, Julie Foret. She will cover any lapse in the SANE schedule. She will be headed to Minnesota to complete her SANE training and hopefully be on schedule by mid-January.
- IV. SA Kit Tracking System
 - a) Maci Lapeyrouse discussed an update about the new Sexual Assault Tracking System. The tracking system is working well.
 - i) Donald Calamia Jr. said he did his training but has not been able to use it so he needs to go back and look at it again. He asked if the tracking system was live, Maci Lapeyrouse said yes, since July 1, 2024.
- V. New Legislation
 - a) Maci discusses a new Act 669 that was signed by the Governor in late July that reads we are to keep blind FMEs for at least 20 years. The law did read that blind kits are to be stored for 1 year.
 - b) The new Act also reads that they are required to transfer all evidence in 72 hours.
 - i) Donald Calamia Jr. asked Why, sometimes the FME is not needed to prosecute. Sometimes they have enough evidence that they do not need FME. Capt. O'Bryan discussed the situation.

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- b) Maci will check to clarify general questions about when to bill and when not to bill a patient referring to pages 6-7, 20-21 of the Act.

VI. Chain of Custody

- a) Lt. Stacey Lewis said they use both forms chain of custody forms, electronically and physical.

VII. 2025 Regional Sexual Assault Response Plan

- a) Dr. Eric Brooks discusses the possibility of developing a Statewide sexual assault response plan. Dr. Saussy is starting with a blank page. He asked if there is anything we like or dislike about our current plan to let him or Maci know. He also asked if there are any changes that you think need to be made to let him and Maci know so we can revise it.

VIII. Title IX

- a) Shalithier Cushmanberry gave information regarding Title IX.

IX. Adjournment- Questions, Concerns, and Comments

- a) Maci Lapeyrouse reminded the team of the Louisiana Oversight Sexual Assault Commission Meeting that is being held on Wednesday, November 20th at 100PM in the Thomas Jefferson Rooms 1 - 136C (1st Floor) of the Claiborne Building, 1201 N. Third St., Baton Rouge, LA 70802
- b) Maci Lapeyrouse also mentioned having the next SART meeting in mid-January or February 2025.

Minutes taken by: Maci Lapeyrouse, SART Coordinator

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- i) Capt. Bobbie O'Bryan reminded the team to take a look at Act 669, and make sure policies match the Act (ex. Billing).

VI. Protocol Procedures

- a) Maci Lapeyrouse went over the algorithm and discussed steps of call out.
- b) Donald Calamia Jr. said he does not want to wait an hour to be able to get to a crime scene due to a advocate being almost an hour out from hospital location. He said the more time goes by the more the crime scene gets destroyed. The team discussed the survivor's rights and how that can affect the survivor. Also reminded the team that most sexual assaults that come in are delayed over 10 to 12 hours from the time of the SA. If there is a large crime scene most survivors call law enforcement first. Either way, it is up to the survivor to report SA or not.
- c) Brian Tripode asked, "Why collect evidence if they decide not to report?". Maci Lapeyrouse answered and said if the survivor decides to report the SA later on, they would be able to have evidence available to test.

VII. Discussion

- a) 2025 Sexual Assault Response Plan
 - i) Dr. Eric Brooks discusses the possibility of developing a Statewide sexual assault response plan. Dr. Saussy is starting with a blank page. He asked if there is anything we like or dislike about our current plan to let him or Maci know. He also asked if there are any changes that you think need to be made to let him and Maci know so we can revise it.
 - ii) Lindsey Wells said their Acute Pediatric FMEs facility is changed from Children's Hospital to Our Lady of the Lake Children's Hospital in Baton Rouge.
 - iii) Capt. O'Bryan mentioned the current plan says law enforcement agencies are to pick up the FME within an hour of notification. We are going to change it to say in a reasonable amount of time.
 - iv) Donald Calamia Jr. asked if he could possibly set up a meeting with his detectives to go educate and train them on procedures. Maci and Capt. O'Bryan agreed just give us some dates and we can plan on it.
- b) Chain of Custody form
 - i) Maci also reminded the team that the kit tracking system is not the chain of custody form and we still need to complete that.
 - ii) Donald said they do mostly electronic chain of custody. The do paper form if they are transferring evidence to another human and not putting it in a locker.

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VIII. Adjournment- Questions, Concerns, and Comments

- a) Maci Lapeyrouse reminded the team of the Louisiana Oversight Sexual Assault Commission Meeting that is being held on Wednesday, November 20th at 1:00PM in the Thomas Jefferson Rooms 1 - 136C (1st Floor) of the Claiborne Building, 1201 N. Third St., Baton Rouge, LA 70802.

Minutes taken by: Nicole Cohen, Medical Advocate

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- i) Dr. Eric Brooks discusses the possibility of developing a Statewide sexual assault response plan. Dr. Saussy is starting with a blank page. He asked if there is anything we like or dislike about our current plan to let him or Maci know. He also asked if there are any changes that you think need to be made to let him and Maci know so we can revise it.
- b) Chain of Custody form
 - i) Maci also reminded the team that the kit tracking system is not the chain of custody form and we still need to complete that.
 - ii) Cody said they do mostly electronic chain of custody.

VII. Adjournment- Questions, Concerns, and Comments

- a) Maci Lapeyrouse reminded the team of the Louisiana Oversight Sexual Assault Commission Meeting that is being held on Wednesday, November 20th at 1:00PM in the Thomas Jefferson Rooms 1 - 136C (1st Floor) of the Claiborne Building, 1201 N. Third St., Baton Rouge, LA 70802.

Minutes taken by: Nicole Cohen, Medical Advocate

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Lafourche SART

Location: Ochsner- St. Anne
Date: November 18, 2024
Time: 12:00pm-1:00pm

Attendance:

Maci Lapeyrouse- SART Coordinator, Nicole Cohen- The Haven, Capt. Bobbie O'Bryan-HPD, Julie Foret- The Haven, Dr. Eric Brooks- OPH, Melanie Lerille- River Place, Leigh Terry- Thibodaux Regional, Shelby Mike- LPDA, Melissa Simmons- LPSP, John Landry- Nicholls State, Allison Hadaway- Nicholls State, Crystal Glenger- Fletcher, Robert Mason- LPSP, Danielle Duplantier- Ochsner- St. Anne

MEETING MINUTES

Agenda Items

I. Welcome

- a) Members of the team introduced themselves.

II. Overview of SART Statistics

- a) Maci Lapeyrouse provided documentation on 2024 SART statistics for the current year for the region and the parish. Maci also added, since we last met in September, we have had 5 callouts in Lafourche Parish.

III. SANE Training

- i) Maci Lapeyrouse introduced the new SANE, Julie Foret. She will cover any lapses in the SANE schedule. She will be headed to Minnesota to complete her SANE training and hopefully be on schedule by mid-January.
- ii) Capt. Bobbie O'Bryan added that LSU funding ending for SANE training. LSU was awarded the Program grant but without any funding. He discussed the decrease in timeframe for SANE training. Previously with LSU it took 1 year to complete training, working with the International Association of Forensic Nurses it will take approximately 90-120 days for a SANE to be completely trained.

IV. SA Kit Tracking System

- a) Maci Lapeyrouse asked the sheriff's office how the tracking system was going. Robert Mason said it was all good, they have not had any issues.
- b) Capt. Bobbie O'Bryan went over the tracking system, what it is and how it works for the new team members in the room.

V. Discussion

- a) 2025 Sexual Assault Response Plan

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- a) Maci Lapeyrouse reminded the team of the Louisiana Oversight Sexual Assault Commission Meeting that is being held on Wednesday, November 20th at 1:00PM in the Thomas Jefferson Rooms 1 - 136C (1st Floor) of the Claiborne Building, 1201 N. Third St., Baton Rouge, LA 70802.
- b) Maci Lapeyrouse also mentioned having the next SART meeting in mid-January or February 2025.

Minutes taken by: Nicole Cohen, Medical Advocate

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Attendance:

Maci Lapeyrouse- SART Coordinator, Nicole Cohen- The Haven, Capt. Bobbie O'Bryan-HPD, Julie Foret- The Haven, Dr. Eric Brooks- OPH, Storm Fitch- HPD, Roxanne Hernandez- TGHs, Lisa Reynolds- TGHs, Cody Dairon- HPD, Crystal Glenget- Fletcher, Nicholas Pellegrin- TGHs

MEETING MINUTES**Agenda Items****I. Welcome**

- a) Members of the team introduced themselves.

II. Overview of SART Statistics

- a) Maci Lapeyrouse provided documentation on 2024 SART statistics for the current year for the region and the parish.

III. SANE Training

- a) Maci Lapeyrouse introduced the new SANE, Julie Foret. She will cover any lapse in the SANE schedule. She will be headed to Minnesota to complete her SANE training and hopefully be on schedule by mid-January.

IV. SA Kit Tracking System

- a) Maci Lapeyrouse discussed an update about the new Sexual Assault Tracking System. The tracking system is working well.
 - i) Capt. Bobbie O'Bryan went over the Chain of custody with Storm and Cody.

V. New Legislation

- a) Maci discusses a new Act 669 that was signed by the Governor in late July that reads we are to keep blind FMEs for at least 20 years. The law did read that blind kits are to be stored for 1 year.
- b) The new Act also reads that they are required to transfer all evidence in 72 hours.
 - i) Capt. Bobbie O'Bryan reminded the team to take a look at Act 669, and make sure policies match the Act (ex. Hospital Billing).

VI. Discussion

- a) 2025 Sexual Assault Response Plan

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- i) Dr. Eric Brooks discusses the possibility of developing a Statewide sexual assault response plan. Dr. Saussey is starting with a blank page. He asked if there is anything we like or dislike about our current plan to let him or Maci know. He also asked if there are any changes that you think need to be made to let him and Maci know so we can revise it. He reminded the team that they are all stakeholders in the plan.

- (1) Capt. O'Bryan introduced Crystal Glenget from Fletcher Technical College where she is the Title IX coordinator. She said her role is to make sure the students are not discriminated against, and that her confidential advisors have all the resources they need when meeting with other students on campus. Capt. O'Bryan mentioned expanding on #9 on pg. 10 to involve Title IX more in the regional plan.

- (2) Danielle Duplantis mentioned clarifying coverage on pg. 12 when SANE is unavailable. She said that it currently says ER Physician with aid of an ER nurse. She mentioned how sometimes the ER Physician could have more than 15 patients to see and if could be impossible to complete a 2-4 hour FME. Possibly rewording it to say "trained medical staff". Leigh Terry also agreed with Danielle.

- (3) Capt. Bobbie O'Bryan mentioned putting as a goal to get the medical staff in hospital trained in completing FME to moving forward on pg. 23.

- (4) Melissa Simons mentioned adding Victim Notifications form to pg. 9 for law enforcement.

- (5) Capt. O'Bryan mentioned the current plan on pg. 19 says law enforcement agencies are to pick up the FME within an hour of notification. We are going to change it to say in a reasonable amount of time.

- (6) Maci Lapeyrouse asked Danielle and Leigh where they send their acute pediatric FMEs to, they said Children's Hospital in New Orleans. They said they will send them wherever it is necessary. Maci and Capt. O'Bryan said it is up to the DA and Sheriff where they would like to send them, and Robert Mason and Shelby Mike said they will find out and get back to Maci with which hospital they would like to use.

- (7) Danielle Duplantis and Leigh Terry both like being able to just call The Haven and have everything taken care of.

b) Chain of Custody form

- i) Robert Mason said they do both electronically and physical paperwork.

VI. Adjournment- Questions, Concerns, and Comments

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APPENDIX H- CORONERS’ SIGNATURES OF APPROVAL OF 2025 SARP

Per ACT No. 354 (2024 Regular Session):

The coroner shall implement, fulfill, and comply with all obligations, duties, and requirements imposed upon her/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/her approval pursuant to RS. 40:1216.1(E)(4).

Assumption Parish Coroner

Signed by:

55B7ED4B7591494...
Dr. Keith Landry, MD

7/10/2025
Date

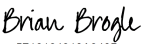
Lafourche Parish Coroner

Signed by:

C00A7816207F41C...
Kayla Breaux

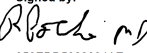
7/2/2025
Date

St. Charles Parish Coroner

Signed by:

5716164918A948D...
Dr. Brian Brogle, MD

7/2/2025
Date

St. James Parish Coroner

Signed by:

953EDD5022094AE...
Dr. Randall Poche, MD

7/7/2025
Date

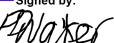
St. John the Baptist Parish Coroner

Signed by:

D35SDC2473C24AE...
Dr. Christian Montegut, MD

7/7/2025
Date

Terrebonne Parish Coroner

Signed by:

D909B8381009413...
Dr. Patrick Walker, MD

7/7/2025
Date