

Region 5

2026 Regional Sexual Assault Response Plan

Submitted by:

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In compliance with Act 669 of the 2024 Regular Session of the Louisiana Legislative Session, the parishes of Allen, Beauregard, Cameron, Calcasieu, and Jefferson Davis have created a regional Sexual Assault Response Plan. The complete plan is attached to this introductory executive summary, intended to provide a quick and high-level reference to ensure compliance with the law. In OPH Region V, Lake Charles Memorial Hospital houses the SWLA SANE program and acts as the lead entity for forensic medical exams for all five parishes. Regional stakeholders came together and through the recommendations and collaboration, they developed the regional plan. We want to thank all who contributed to the plan and who work every day to ensure survivors get the best care possible.

Regional Resources and Existing Infrastructure

1. **A well-developed SWLA SANE program housed at Lake Charles Memorial Hospital.** The SWLA SANE program provides regional coverage for all survivors with SANE nurses trained to the IAFN standards. The program operates 24/7 and provides comprehensive services, including forensic medical exams. It has well developed policies, procedures, and protocols. The current SWLA SANE Program Plan is attached.
2. **A Cooperative Endeavor Agreement (CEA) that is renewed every three years.** Contributions come from multiple hospitals, police juries, district attorney offices, educational institutions, and municipal governments.
3. **A list of community stakeholders and contributors.** Please see plan Appendix A for full list of stakeholders.
4. **A Memorandum of Understanding (MOU) with the Coroner's office for each parish including Allen, Beauregard, Calcasieu, Cameron and Jeff Davis.** These MOUs designate the SWLA SANE program as the lead entity that will provide a forensic medical examination on all alleged victims of a sexually oriented criminal offense. These MOUs were signed in 2015 and remain in effect until modified or terminated by one of the partners.
5. **A MOU with Educational and Treatment Council.** This MOU ensures every survivor has an advocate.
6. **A MOU with Bayne-Jones Army Community Hospital (BJACH).** This MOU allows the SWLA SANE program to perform a forensic medical exam on patients who initially present to BJACH. This MOU was signed in 2018 and updated in 2021.
7. **A MOU with Louisiana National Guard.** This MOU allows the SWLA SANE program to perform a forensic medical exam on members of the Louisiana National Guard.

Procedures surrounding sexual assault collection kits

The Louisiana State Police (LSP) provides sexual assault collection kits in Region V. These kits are ordered through the statewide electronic portal and shipped to the SANE (Sexual Assault Nurse Examiner) examination site located at Lake Charles Memorial Hospital.

The kits are securely stored in a locked office within a locked cabinet until they are needed. Before each exam, the SANE nurse checks the expiration date on the kit box and uses the kit's barcode for statewide tracking. To avoid overstocking and the expiration of unused kits, the SANE Coordinator or their designated representative must monitor inventory levels and order new kits as necessary.

Once the forensic medical examination is complete, the completed and sealed kit is handed over to law enforcement, adhering to chain of custody protocols. Additionally, toxicology kits (also known as blood alcohol kits) can be obtained from Louisiana State Police Troop D.

Procedures and standards for a survivor to receive a forensic medical exam

Lake Charles Memorial Hospital serves as the lead entity for both adult and pediatric survivors in Region V. All nurses conducting Forensic Medical Exams (FMEs) are trained in Sexual Assault Nurse Examiner (SANE) standards, as set by the International Association of Forensic Nurses (IAFN) at Lake Charles Memorial Hospital. In addition to their formal training, SANE nurses in the program regularly participate in ongoing education, monthly peer reviews, and serve as a clinical training site for nurses in SANE training.

Anyone arriving at the LCMH Emergency Department as a result of a sexually oriented crime has the option to receive an evaluation from a SANE-trained nurse. Hospitals and stakeholders throughout the region can access SANE nurses through the program 24 hours a day, 7 days a week, and 365 days a year. First responders and community stakeholders are well-informed about the program's location and will transport survivors to the Lake Charles Memorial Hospital Emergency Department if necessary.

It is important to note that reporting to law enforcement is not a requirement for receiving an exam. All survivors are assigned a confidential advocate and provided with information regarding emergency contraception and the billing process. The treating

healthcare provider will offer emergency contraception if the survivor requests it and has a negative pregnancy test result.

If a survivor presents to an outlying Emergency Department, they will first undergo a medical screening and then be sent to Lake Charles Memorial Hospital for a Forensic Medical Exam. The hospital will contact the SANE program directly to arrange the exam before releasing the survivor. If the survivor is unable to self-transport, transportation will be arranged for them. In this case, the SANE nurse on call will be contacted prior to discharge to ensure a smooth process. On-call lists are provided to each responding entity in Region V.

Procedures and standards for billing related to the forensic medical exam

A chief complaint of "SANE exam" is given to patients who present to the Lake Charles Memorial Hospital Emergency Room and are reporting a sexual assault. The Guarantor is listed in the electronic health record as Victims of Crime (VOC), and the insurance is coded as VOC. The SWLA SANE program bills the Crime Victims Reparations Board, which covers the cost of forensic medical exams for survivors.

Procedures and standards for transfer of sexual assault collection kits

Once the SANE nurse obtains a sexual assault collection kit, the nurse will ensure that chain of custody requirements are met. The nurse enters the appropriate information into the statewide tracking system for sexual assault collection kits. The nurse will remain with the kit until it is handed directly to the appropriate law enforcement agency. If the law enforcement agency cannot retrieve the kit within a timely manner, the nurse will store the kit in the designated secure, locked location until the law enforcement agency can meet the nurse to receive the kit. Law Enforcement will retrieve the kit within 72 hours. Should a survivor wish to receive an exam but not report the incident to law enforcement, the kit will be turned over to law enforcement for storage, with no identifying medical information. The SWLA SANE program will maintain a record for future reference, and law enforcement will store kits for a minimum of 20 years.

Meetings and Minutes

The Region V Sexual Assault Response stakeholder meeting was held on November 5, 2025, 2025 at 11:30am via Zoom. Notice for this meeting was sent on October 16, 2025 at via email to each stakeholder. Meeting invitation and minutes are attached in Appendix B. Attendance is attached in Appendix C.

Appendix A – Community Stakeholders

Sherriff's Offices	Louisiana State Police
Allen Parish Sherriff's Office	Louisiana State Police Troop D
Beauregard Parish Sherriff's Office	
Cameron Parish Sherriff's Office	
Calcasieu Parish Sherriff's Office	
Jefferson Davis Parish Sherriff's Office	

Coroner's Offices	District Attorney Offices
Allen Parish Coroner's Office	Allen Parish DA's Office
Beauregard Parish Coroner's Office	Beauregard Parish DA's Office
Cameron Parish Coroner's Office	Cameron Parish DA's Office
Calcasieu Parish Coroner's Office	Calcasieu Parish DA's Office
Jefferson Davis Parish Coroner's Office	Jefferson Davis Parish DA's Office

K-12 Education	Higher Education
Allen Parish School Board	McNeese State University
Beauregard Parish School Board	SOWELA Technical Community College
Cameron Parish School Board	
Calcasieu Parish School Board	
Jefferson Davis Parish School Board	

First Responders
Acadian Ambulance
Cameron Parish Ambulance District 1
Cameron Parish Ambulance District 2
Allen Parish Ambulance
Med Express

Local Law Enforcement	
DeRidder Police Department	Oakdale Police Department
Merryville Police Department	Jennings Police Department
Iowa Police Department	Lake Arthur Police Department
Sulphur Police Department	Welsh Police Department
Vinton Police Department	Lake Charles Police Department
Westlake Police Department	Coushatta Tribe Police
Kinder Police Department	Dequincy Police Department
Oberlin Police Department	Ward 3 Marshall
Ward 4 Marshall	Elton Police Department
Fenton Police Department	

Hospitals and Healthcare	
Lake Charles Memorial Hospital	Beauregard Health Systems
CHRISTUS Ochsner St. Patrick Hospital	CHRISTUS Ochsner Lake Area
Dequincy Memorial Hospital	Oakdale Community Hospital
Ochsner American Legion Hospital	West Calcasieu Cameron Hospital
Coushatta Tribe Health Unit	Region V Office of Public Health
Allen Parish Hospital	Compass Senior Care of Jennings
Cornerstone Hospital of SWLA	Archer Institute of Memorial
Lake Charles Memorial Hospital – Women’s Hospital	Oceans Behavioral Hospital
Stonebridge Health System	Rehabilitation Hospital of Jennings

Appendix B

Add Invitation and Minutes from meeting

Appendix C

List of meeting participants